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| **Umer Sharif** |  |

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| **Objective** |

**Seeking “HSE Officer/ Fire prevention officer” job in esteemed organization**

With the career spanning over five years in the field of safety management, has gained exposure in health, safety and fire procedures. Career includes work experience in Pakistan and UAE.

Have worked in various areas of safety both in construction and oil field companies Also familiar with self-contained Breathing Apparatus, Fire Safety, First Aid, Accident Investigation & reporting, job Hazard Analysis to name a few. I am looking for a company that is driven to excellence and promotes professional development based on an employee’s dedication, loyalty, and work ethic. I have heard nothing but positive stories about your organization’s commitments to business and employee. Thanks you for your professional courtesy in reviewing my qualification. I look forward to receiving a call expressing interest soon. I assure you if I may get chance to work with your esteemed organization I will keep no stone unturned and keep working for the best to make management satisfy with my works and it would be an honor to put your company on my career profile.

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| **Experience** |

* **Firefighting/ Fire Alarm technician:-**

**2014-2016**

Maintain firefighting & fire alarm system at the unit, conducting fire drill and giving training to the sites, school & offices staff, take survey, inspection of the site and reports writing. Testing & commissioning of Fire Alarm Control Panel. Complete installation of firefighting & Fire Alarm Control system.

* **Fire Prevention & Safety Officer:**

**Rescue Fire Protection Co 2008-2013**

Experience of providing training, updating document policy and investigate unsafe conditions also experience of providing safety supports to working site facilities. Implement of the company’s new HSE-MS on all locations and site. Monitoring the company HSE performance and analyzing data. Develop, managing and monitoring the Work Permit Procedures and applications. Assessment, analyzing and managing of all job hazards evolved on work locations.

* **Computer Operator:**

**Aroshi Embroidered Classic: 2006-2008**

Enter data According to prescribed standards, inputs data into computer system and maintain daily sale and purchase sheets of more than 23 outlets. Verify recorded information to ensure accuracy and completeness of data. Identifies and correct errors and update files and records.

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| **Academic Qualification** |

* **HDA (Higher Diploma In Accounts) 2011-2013**

Scottish Qualification Authority

(Management accounting, audit, commerce, business & company law)

* **Graduation 2006-2008**

University of the central Punjab Lahore, Pakistan

(BA in arts)

* **I.Com 2003-2005**

Government College of Lahore, Pakistan

(Accounting, banking, commerce, business mathematics)

* **Matriculation 2000-2002**

Lahore Board of Pakistan

(Physics, chemistry, biology & math)

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| **HSE Certification** |

* **NEBOSH/I Cert Osh IGC Certificate level 3 2016**

**British Safety Council, UK**

**(**Management of health & safety, Fire safety & Risk Management, practical risk assessment)

* I**ADC Rigg Pass 2015**

**EDCON Institute of business & Technology, USA**

(Organizing for health & safety, preventing accident, risk assessment, fire safety)

* **IOSH Certificate 2014**

British Safety Council, UK

(Managing safely)

* **Fire Prevention & Safety Officer 2013**

National Institute of Fire & Safety, Pakistan

Fire prevention, Firefighting, fire marshal training & emergency plan

* **Diploma In Safety Officer 2013**

AGT Institute of engineering and technology

(Construction safety, fire safety and oil field safety)

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| **Other Skills** |

* Feel free to operate and remove errors of fire alarm control panel.
* Can operate and install CCTV System.
* Uses & installation of different types of fire extinguishers.
* **Feel comfortable in use of personal computer and have knowledge of MA Window, MS Word, MS Excel and PowerPoint and can independently handle the computerized system.**

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| **Personal information** | |
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| Date of Birth | 09/11/1986 |
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* Reference will be furnished on request

**Job Seeker First Name / CV No: 1799142**

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