**** PATRICK

[PATRICK.308767@2freemail.com](mailto:PATRICK.308767@2freemail.com)

**DUBAI UAE.**

**APPLICATION FOR HSE/SAFETY OFFICER POSITION.**

**CAREER OBJECTIVE**

To offer myself as a competent health and safety advisor who is nebosh qualified and always strives to achieve the best possible. Am well organized and I embrace new challenges with good enthusiasm as well as working in a competitive and challenging environment where I can prove and upgrade my expertise, accelerate my standards of service for the respective organization while developing my skills and career.

**ACADEMIC AND PROFFEESSIONAL QUALIFICATION**

Year of study: 2016

* Institution: QHSE International Dubai
* Qualification: IOSH managing safely.

Year of study: 2015

* Institution: QHSE international Dubai U.A.E
* Qualification: Nebosh international General Certificate for Health and safety

Year of study: 2014

* Institution: Emirates Aviation college Dubai U.A.E
* Qualification: fire fighting and safety.

Year of study: 2011

* Institution: prism college
* Qualification: Certificate in computer packages.
* Operating systems Ms Windows, Ms Word, Excel, Ms Access, Ms Power point, ADOPE PageMaker, Ms DOS, IT concept, Publisher.
* Familiar with using Outlook express and Browsing internet.

Year of study: 2005

* Institution: Bahati Secondary school.
* Qualification: Kenya Certificate of Secondary education

**WORKING EXPERIENCE**

2012- Working at Trans guard Group LLC Dubai UAE from 2012 to Date.

* Preparing accidents and incident reports to the management
* Reporting of damages in accommodation for prompt Repairs.
* Offering induction training for new joiners.
* Dealing with visits from police and Fire brigade
* Conducting fire drill training Awareness.
* performing site audits and inspection
* Indentifying House Hazards and assensing the Risk.
* Maintaining safety Equipments ( CCTV, Alarms, First Aid kits)
* General Admin duties ( phoning, printing, and photocopying)

2011- Clearing and Forwarding Agent at Prim cargo Agencies Limited.

* Verification of Goods in the port.
* Delivery/dispatch of goods to dealers/ customers.
* Collecting Payment cheques from Dealers.
* Submitting sales and Tax return in a timely manner.

**OTHER EXPERIENCE**.

2009- Sales and Marketing at Oriflame Company.

* making presentation to promote new products and special deals.
* understanding your Customer needs.
* Recording orders and sending details to sales office.
* Reporting sales trends to the employer.
* Meeting sales Target.

**SKILLS**

* Excellent communication skills.
* Team player with leadership skills.
* Ability to work in a team oriented environment.

**HOBBIES AND INTRESTS**

* Keeping fit at the Gym.
* Travelling reading, swimming and spending time with friends.