**Curriculum Vitae**

**Anam**



[**Anam.353260@2freemail.com**](mailto:Anam.353260@2freemail.com)

**Post Applied for HSE Officer / Supervisor**

**Career Objective**

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Seeking challenging career as an HSE Professional such as HSE advisor/supervisor/engineer or similar positions with any organization which provides ample opportunities for Continuous Professional Development and utilize my professional competency to the Safety Culture of the organization, which contributes towards my career enhancement.

**Professional Experience Summary**

A truly versatile safety professional with more than 10 years of extensive experience in Oil & Gas, Refineries, Petrochemicals,Civil, High Rise Building & Construction Health & Safety in multicultural environments in Oman, Qatar, Angola, Kuwait, UAE, KSA and India.

**Areas of expertise:** HSE Inspections/Audits, Health & Safety Trainings, Risk Assessments and JSA, HSE Presentations, weekly & monthly safety statistics reporting, daily observation analysis reporting, Accident & Near Miss Investigation and Reporting, Remedial strategies and compliance violation reduction, HSE Policies/Plans and Procedures, HSE minutes of meeting, maintain record of all HSE related documents.

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| Company | Project | Position | Duration |
| Al Osais Contracting Co.  (Power Division) KSA | Over Head Transmission Line  Dahiya Project, KSA | Safety Officer | 09/12/2014 To  22/01/2017 |
| Majees Technical Services LLC Oman | Daleel Petroleum Shutdown Project, Oman | Safety Supervisor | 23.06.2014 To 14.07.2014 |
| National Cont. Co. Ltd. K.S.A. | Daelim Saudi Elastomers Project, Jubail | Safety Inspector | 18.07.2013 To 12.10.2013 |
| Al Mansoor Enterprises, UAE | Borouge Shut Down Project, Abu Dhabi | Safety Officer | 01.11.2012 To 25.02.2013 |
| HEISCO, Kuwait | KNPC Project | Safety Officer | 08.06.2011 To 02.06.2012 |
| Bechtel International Inc. Angola (Africa) | LNG Project | Safety Officer | 21.08.2010 To 10.10.2010 |
| Bechtel & Company, Oman | Sohar Aluminum Smelter Project | Safety Officer | 07.06.2006 To 12.06.2008 |
| O.C.C. Offshore Pvt. Ltd., Qatar | OPQL ISND Phase II Expansion PS-1K Project | Safety Officer | 30.01.2005 To 28.05.2005 |
| Bahwan Engg. Co. LLC, Oman | Petroleum Dep. Oman | Safety Officer | 19.05.2002 To 16.05.2004 |
| Sanbo Engg. Co. India | RPL Refinery, Jamnagar, Gujarat | Safety Officer | 09.03.2001 To 25.03.2002 |

**Job Profile**

* Implementation of Project Health, Safety & Environment Plan. Ensure correct implementation of the HSE plan during the execution of the project.
* Attend HSE & regular coordination meeting with subcontractor and client to ensure that unsafe issues and concerns have been addressed.
* Participate in incident/accident and near miss investigation and ensure the implementation of recommendations accordingly.
* Promote awareness and improvement in implementing HSE standards.
* Organizing and conducting occupational Health and Safety related in-house trainings, includes; Site induction training, Random safety briefings, Additional and Refresher awareness training as per the requirement, Safety Campaigns.
* Coordinate & Participate in daily & weekly toolbox talks and discusses latest mistakes, incident/accident, near misses happened at site with preventive measures.
* Inspect the worksite daily to report and correct unsafe act and conditions.
* Conduct safety meeting with construction Supervisors and Foreman at site pertaining to safety concerns.
* Participate in weekly safety walkthrough at the Site and take appropriate action to rectify the findings.
* To create awareness among workers to adopt think safety, work safely and also train the use of personal protective equipment to every person at the job Site.
* Perform safety hazard inspection of construction works Lay down and living areas to ensure their compliance with Project Safety and Fire Manuals.
* Maintain & ensure safety warning board, warning sign, handrail for cross over, flash light, hard barrier as required for particular area.
* Coordinate and participate for emergency mock drills.
* Check that the equipments and tools are maintained in good operating condition and color coded accordingly.
* Periodic inspection of Fire and Safety equipments.
* Checking permit to work of job and verifying the requirements of permits. Assure the correct implementation of the Permit to Work system.
* Inspection of all type activities like hot work, confined space, scaffolding, working at height, crane lifting, excavation etc. to ensure that safety requirements are fully complied as per the procedure.
* Monitor and guide the work force in assigned area on general safety rules and regulations.
* Inspection for unsafe act and unsafe conditions in assigned area.
* Conducting plant safety inspection (PSI) as part of quality, health, safety and environment management system for plant and construction site on daily basis.
* Inspection all barricading, housekeeping, cable management, MSDS, Confined Space logs sheets, GFCI etc.
* Implementation of fire prevention equipments available as per job requirement.
* Ensure that the new employees are properly oriented and instructed in precautionary measures before they start to work.
* Incident reporting and assist in investigation.
* Assist in emergency mock drill.
* Make sure that housekeeping is maintained all the entire line of worksite.
* Co-ordination with client and implement safety measure as per client advice.

**Training Attended**

* Safety Leadership Skill
* Gas Tester
* Confined Space Entry
* Working at Height
* Hazard Identification
* Electrical Safety
* LOTO
* Lifting and Rigging
* Basic Scaffold
* PTW
* Fire Prevention/Protection
* Heat Stress
* Emergency Response
* Shutdown & Pre-commissioning
* Incident /accident/Near Miss Prevention

**Qualification Summary**

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| **Academic Qualifications**   * **B.Sc. in Chemistry from Ranchi University, Jharkhand, India** |
| **Professional Qualification**   * **Diploma in Industrial Safety** **from Nilem, Chennai** * **Institution of Occupational Safety and Health IOSH, done(UK) through Euro Gulf Safety Consultant (UAE)** * **OSHA (USA) Complete From Hyderabad** |
| **Computer Skills**   * Operating System : MS Dos, Windows 95-XP, Professional * Office Packages : MS Office (Word, Excel, PowerPoint) * Communication Packages : Internet and e-mail operations |

**Other Professional Achievement**

* **Certification of Achievement** presented by **Bechtel Oman as a PBS Observer** – Sohar Aluminum Smelter Project
* **Certification of Attendance Basic First Aid Course.**

**Personal Attitudes**

* Team player with strong analytical and leadership skills.
* Keen learner with constant zest to acquire new skills.
* To be flexible and adapt to the circumstances and remain unperturbed under pressure.
* To always remain in harmony with my co-workers and promote healthy relationship with each other.

**Personal Details**

Date of Birth : 05th Dec, 1978

Nationality / Religion : Indian / Islam

Marital Status : Unmarried

Language Known : English, Hindi, Urdu & Arabic

**Declaration**

I hereby solemnly declare that all the information furnished by me above is true to the best of my knowledge and belief.