**A**HMED

♦ [ahmed.364359@2freemail.com](mailto:ahmed.364359@2freemail.com)

PROFESSIONAL SUMMARY

Dynamic and highly motivated HSE Adviser/Manager, experienced professional with high skills in developing and  
training teams, risk assessment, emergency response plans & procedures, incident investigation, fire protection  
systems, CAPA systems.  
Have 11+ years' experience in managing health and safety within a reputable international organizations at different  
manufacturing, industrial, petro-chemicals, construction and hospitality sectors.

SKILLS

Demonstrate wide operational HSE experience & Hotel operations and management.  
up-to-date recognition of local & international Hospitality background.  
legislation. Five star hotel experience.  
Proficient in establishing effective best practices, Guest satisfaction specialist.  
prevention measures, monitoring & implementing of Construction background.  
EHS programs Natural leader.  
High ability in the development, design, Excellent coaching skills.  
implementation, evaluation, maintenance of health Property management.  
and safety management systems Quality assurance.  
Extensive knowledge and background of HSE laws, Team building.  
regulations and international codes of practice. Teamwork & Coaching.  
Wide experience in implementing & managing of Mentoring of new staff.  
QMS ISO 9001, EMS 14001 & OHSAS 18001. Preparing training materials.  
Proficient in developing Risk Assessment, Skilled negotiator.  
Emergency Response & Evacuation Plans, HSE Open to any additional responsibilities.  
policies & procedures and lead incident Enjoy overcoming challenges.  
investigations. Working under pressure.  
Excellent knowledge and experience in waste Proficient in computer skills including MS Office  
management (including collection, transport and Excellent in English language (reading, writing &  
treatment together with monitoring and regulation. spoken)  
High leadership, management, interpersonal Arabic Speaking (Native language)  
communication and negotiating skills.  
Excellent influencing ability to build strong working  
relationships with key stakeholders.  
Highly proficient in problem solving, critical  
thinking, decision making and planning techniques.

EDUCATION

Bachelor of Science: Chemistry, 2004  
Ain Shams University - Cairo, Egypt  
Grade: Good

CERTIFICATIONS

OSHA General Industry - May.2011  
NIOSH Safety Committee Members - Feb.2012  
Apply First Aid - April.2015  
NEBOSH IGC - June.2017

WORK HISTORY

**EHS manager, 11/2015 to 05/2016  
GSK for Pharmaceuticals – Cairo, Egypt**

Update the HSE strategy in collaboration with the Head of Facilities Management, ensure key initiatives are  
aligned to GSK strategic plan and communicated to the department.  
Set KPIs through several meetings with Head of Facilities Management to allow accurate measurement of GSK  
health and safety trends and performance FOR 2016 designed to improve safety.  
Support all health & safety representatives during 2015 last quarter through several meeting to ensure the  
on-going development program of 2016 is in place.  
Work with the Head of Facilities Management to update and communicate HSE policies and procedures and  
creating a culture of continuous improvement to improve the health and safety performance at GSK.  
Ensure the safety of staff, contractors and visitors through a robust system of safe work procedures by creating  
and updating of all method of statements and risk assessments for all construction work of 2016.  
Develop and communicate crisis management strategy in collaboration with the Head of Facilities Management  
and external stakeholders to ensure that standards required by the law are maintained during 2016.  
Participate in the preparation of all departments budget to ensure that HSE operational expense are included in  
the overall budget.  
Review and update comprehensive employee and contractor safety training programs to educate on the  
prevention of health and safety issues to ensure the safety goals of the organization are met or exceeded.  
Review and updated all emergency plans for GSK to ensure the safety of staff and visitors in the event of an  
emergency by conducting a risk-based assessment according to different emergency scenarios.  
Conduct periodic safety inspections and audits of all contractors, work areas, buildings and events to ensure  
compliance with the site HSE policies and procedures, best practice and national legislation as well.  
Carried out fire risk assessments and drills site including buildings, events and task specific activities ensuring  
all fire systems are fully operated and the safety of staff, contractors, visitors, assets & property is maintained.  
Review, update and approve all risk assessments, method statements and HSE documentation provided by  
clients, contractors or exhibitors ensuring the highest standards of HSE across the site.  
Liaised with government and regulatory authorities to understand key regulations and ensure full compliance  
with all applicable laws and legislation.  
Ensure that all departmental reports are prepared timely and accurately to meet business requirements, policies,  
processes and standards by conducting monthly EHS meeting with all the departmental H&S representatives.

**Health & Safety manager, 07/2014 to 09/2015  
Intercontinental Cairo CityStars (IHG) – Cairo, Egypt**

Support the development, implementation and on-going review of the crisis management plan.  
Promote productive, cooperative and supportive relationships in collaboration with the national fire department  
and created and managed programs necessary to comply with the Egyptian fire codes and standards.  
Work closely with IHG Risk Management to develop & implement strategies for control of worker incidents that  
lead to injury/illness by supporting the development & implementation of the crisis management plan.  
Perform routine analysis of current safety system and conducted program reviews by updating all the  
documentation files and training materials and creating a master list necessary for compliance with applicable  
international standards and to meet the needs of the hotel and local industry standards.  
Manage audits including IHG corporate audits and regulatory agencies and ensure communication are  
maintained before, during and after the audits and that any non-conformance are resolved in a timely manner and  
determine the opportunities for continuous improvements.  
Successfully lead and pass 2014 corporate Fire/Life safety audit with score 100% (highest score achieved since  
the hotel opening) by focusing on strategic planning & risk elimination through regular inspection & meetings.  
Implement a behavior based safety program that reduce targeted unsafe behaviors by 45% over 9 months.  
Create site-wide, hotel-compliant waste management program in complies with the Egyptian law # 4/1994.  
Implement more efficient manual handling techniques for all related departments resulting in reduction of  
ergonomic risk by 23% and reduced stuck-by-risk by 67% in 2014.  
Conduct vendor contract bidding and negotiate service agreements for all fire system projects and repairs.

Ensure vendor compliance regarding work being conducted in accordance with the IHG brand safety standard.  
Develop preventive maintenance logs for utilities, electrical, security, fire safety system, medical equipment,  
hazardous waste management & plumbing.  
Perform generator, fire pump, sprinkler/standpipe, elevator testing & record for the hotel annual inspection.  
Effectively train and supervise maintenance, security, laundry and F&B staff on all fire system and firefighting  
equipment in compliance with IHG brand safety standard and OSHA standards as well.  
Train and drilled all the hotel employees including management team on fire prevention, using of fire alarm  
system and fire equipment by conducting and leading regular drills according to different emergency scenarios.  
Create training materials and lead the training of all fire brigade personnel on fire hazards, fire drills, emergency  
procedures and all safety equipment, ensure all written reports and log books were maintained.  
Create a culture of continuous improvement and idea generation through an engagement program to improve the  
health and safety performance of all employees and facilities across the hotel.  
Encourage an "*open door*" policy that lead my team members to win employee of the month awards and the first  
ever "2014 Employee of the Year".  
Collaborate with various units (Events, banquet, F&B, engineering) to facilitate safe & successful large events.  
Respond to critical situations as needed to provide assistance, including sharing in responsibilities for 24/7 duty  
phone and coordinated with the on-shift safety team to provide immediate response and action.  
Promote the hotel brand's loyalty scheme through *THINK SAFELY PROGRAM*.  
Greet and welcome all hotel guests with a smile.  
Recruited and trained 4 new members of the HSE team.

**EHS Section Head, 06/2011 to 06/2014  
Global Pharmaceutical Industries (GPI) – Giza, Egypt**

Successfully lead and pass four major EHS audits for Toll-manufacturing from (Pfizer, Sanofi, Roche & Astra  
Zeneca) by implementing and monitoring measures necessary to comply with EHS national legislation &  
international standards.  
Establish and support the implementation of EHS objectives and targets (Create environmental registers for both  
sites - Implement a waste disposal management system for hazardous waste materials - Carry out a proposal for  
crushing system at waste area for all hazardous glassware & deployed a crushing equipment).  
Ensure that all wastes are managed and controlled according to the company policy and local legislation and  
facilitated a waste reduction program that saves an estimated 170,000 EGP/month.  
Conduct risk assessment & risk mitigation measures for all the site and comes up with proposals for corrective  
and preventive actions regarding all site activities including waste management.  
Review construction phase plans for new extensions by carrying out construction H&S inspections  
ensuring adequate risk assessments & method statements are reviewed and approved prior to construction works.  
Establish standards specifications and implement safety programs to ensure safe working environment within the  
company (Hazard communication, fleet safety, powered industrial trucks, fall prevention, LOTO & PPE).  
Create annual EHS training plan, prepared training materials, conducted training for all departments and monitor  
an EHS review assessment to make sure that all employees are well trained on the group HSE policies.  
Provide appropriate on-job training (safety & health, accident prevention, firefighting and safe working  
environment) training for managers & supervisors.  
Lead accidents Investigation within the organization setting out corrective actions and effectively drive incident  
reduction across the two sites with 70% by developing and supporting new programs for improvements.  
Arrange monthly workplace safety audits and ensured that all remedial recommendations and corrective actions  
are implemented throughout a CAPA management system for all departments.  
Establish and implement emergency plans and ensure regular emergency response is effective and all employees  
are well prepared at all times by conducting regular drills according to different emergency scenarios.  
Successfully passed the surveillance audits for OHSAS 18001 & ISO 14001 integrated management system.  
Liaised with management, external agencies and regulatory bodies to emphasis company needs for insurance  
purposes and successfully passed the insurance audits for 2012 & 2013.  
Successfully passed the re-certification audit by the Civil Defense for both sites.

**QHSE Advisor, 11/2008 to 06/2011  
Ideal Standard – Cairo, Egypt**

Assist management to work proactively for the elimination of hazards & unsafe practices in the workplace.  
Conduct & update training programs including employee induction & formulating appropriate teaching methods.  
Evaluate the effectiveness of training and reported the progress of employees during training through an  
effective training evaluation program covering all departments.  
Review the scope of work for maintenance and recommended safety precautions/procedures including the  
enforcement of the application of Permit to Work System & Lock out/Tag out.  
Participate successfully in the establishment of OHSAS 18001 & ISO 14001 Integrated Management System.  
Participate successfully in preparation for corporate safety and environmental compliance audits.  
Participate successfully in preparation for physical audit by Zurich insurance company.

**Quality Control & Safety Coordinator, 04/2007 to 11/2008  
Pfizer Global Manufacture Cairo Plant – Cairo, Egypt**

Responsible for monitoring, calibration & owner of the SOP for data loggers.  
Responsible for the executed chemicals in workplace programs as well as the cleaning validation activities.  
Participate in validation for newly developed test procedures.  
Identify & analyze hazards in workplace and design procedures to prevent and eliminate and control hazards.

**Production & Safety Supervisor, 12/2004 to 04/2007  
DSM Anti-Infectives – Cairo, Egypt**

Supervise production and engineering on-shift operators on the execution of all production steps in addition to  
all maintenance work within the plant achieved the annual production plan for 2005 with 120%.  
Maintain and update standard rules and regulations regarding HSE aspects.  
Play the role of gate keeper and area owner in making the work orders during shifts.  
Help to ensure the organization achieved its monthly OH&S targets through the creation and implementation  
of best practice processes and procedures leading to successfully passing the corporate SHE audit for 2005.

ACCOMPLISHMENTS

Awarded the ZERO ACCIDENT Award in 2010.  
Awarded the 100% H&S AUDIT ACHIEVEMENT Award in 2015.

PERSONAL INFORMATION

\***Full Name:** Ahmed Gharib Mohamed Shalaby \***Address:** 403 Eisa Lotfy Tower, Al Barsha1, Dubai, UAE  
\***Nationality:** Egyptian \***Marital Status:** Married \***Military Service:** Exempted \***Driving License:** Valid

PERSONAL STATEMENT

\*Energetic and versatile person, have a clear and logical mind with a practical approach to problem solving and a  
drive to see things through to completion.\*Have a great eye for detail, eager to learn, enjoy overcoming challenges,  
and have a genuine interest in implementing and maintaining best practice of HSE standards for businesses. \*Reliable  
hard working, multitasking, self-starter and dedicated team player who works well under pressure.

INTERESTS

Swimming, playing and watching football matches, reading scientific books and articles, traveling and discovering  
new cultures, browsing and searching for new technologies & discoveries.