



CURRICULAM VITAE

POSTING: SAFETY OFFICER

VIJAYA

Address: ABU DHABI

E-Mail: [vijaya.374793@2freemail.com](mailto:vijaya.374793@2freemail.com)

OBJECTIVE:

To build a challenging carrier in Safety Field with a reputed company and to serve the company with extreme dedication, put forth my knowledge for the benefit of the organization and be a dominant part of the

Company.

EDUCATIONAL QUALIFICATION:

* SSLC

Tagore Matriculation Higher Secondary School

Deviyakuruchi ,Thalaivasal.

TECHNICALQUALIFICATION:

* Post Graduate Diploma in Fire & Safety Engineering

International Institute of Engineering & Technology

Cuddalore.

* First Aid (Senior Professional)

St. John Ambulance

Chennai .

COMPUTER QUALIFICATION:

* Diploma in Computer Application

International Institute of Engineering & Technology

Cuddalore .

EMPLOYMENT EXPERIENCE:

* I am 2 years experience in

Jharsuguda thermal plant (CREW (P) Ltd)

(Only Operation & Maintenance of coal Handling Process)

ROLE & RESPONSIBILITIES:



* Developing and implementing the COMPANY SAFETY PLAN.
* Inspection to locate UNSAFE CONDITIONS or UNSAFE ACTS.
* Organizing FIRST AID Facilities.
* Organizing WORKER’S INSURANCE.
* Organizing SAFETY AUDIT (WALK THROUGH, INTERMEDIATE & COMPREHENSIVE) and Implementing Recommendations of Audit Reports.
* Formulating SAFETY PROCEDURE and SAFETY DOCUMENTATION.
* Formulating Procedures of ACCIDENT INVESTIGATION.
* Maintaining WORK INJURY and ILLNESS RECORD.
* Initiate revision of existing FORMS/CHECKLIST for inspection of equipment and make necessary forms for monitoring of safety at site.
* Implementing the EMERGENCY EVACUATION PLAN and procedures with proper coordination to the nearest hospital.
* Conduct SAFETY INDUCTION CLASS and SAFETY TOOLBOX MEETINGS to all Employees.
* Issue WARNING CITATIONS to those not complying with safety policies and regulations and impose penalty/fines to those doing UNNECESSARY/UNSAFE ACT redundantly which creates to near miss conditions.
* Establish the HSE POSITIVE CULTURE with the project team by making and ensuring effective communication with all levels of employees.
* Investigate and Review all INCIDENT/ACCIDENT DATA for trend and areas of systematic weakness within the department.
* Create METHOD STATEMENT & RISK ASSESMENT for all jobs.
* Maintain all FIRE FIGHTING EQUIPMENTS.
* Save our ENVIRONMENT by applying WASTE SEGREGATION Method.
* Given SPECIAL TRAINING (HOT WORK, HEIGHT WORK & ENVIRONMENTAL SAFETY) to employees for minimize the Accident.
* SELECTION OF PPEs for Specific Work and ISSUE OF PPEs to Employees.

****COMPUTER PROFICIENCY:

* Operating Sys : MS-Dos, MS-Windows 98, 2000, XP, Vista & Windows 7,10
* Other Packages : MS-Office, Visual Basic, Photo shop, Page Maker& Coral Draw.
* Hardware : Software and OS Installation, Computer Assembly.

PERSONAL DETAILS:

Name : VIJAYA

Date of Birth : 13.06.1990

Sex : Male

Nationality : Indian

Religion : Hindu

Marital Status : Married

Languages Known : Tamil, English& Malayalam

Passport : Valid up to 23/03/2026

Visa Status : Tourist Visa up to January 20 /2018

DECLARATION

I hereby declare that the particulars furnished above are true to the best of my knowledge.

Place : ABUDHABI

(VIJAYA)