

CURRICULUM VITAE

 Kabir 

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#### *EDUCATIONAL QUALIFICATIONS*

# Diploma (Industrial Safety, Health and Environment (1 Year))

**B. TECH (Bachelor of Engineering technology in Mechanical)**

**M.Sc. (Environmental Science)**

**MBA (Safety Management)**

**\*OSHAD’S The Abu-Dhabi occupational Health and Safety Practitioners Certificate from ADVETI**

**Possession of GRADE-A in OSH Registration Program (QUDORAT),OSHAD**

***NEBOSH (International General Certificate****).*

 *And*

***NEBOSH*** *(****International Technical Certificate*** *in***Oil &Gas Operational Safety).**

 **IOSH Managing Safely**.

***ISO 9001:2015 Quality Management Systems*** certified

**Internal Auditor**

***OHSAS 18001:2007 OH&S Management Systems*** certified

**Internal Auditor**

 ***ISO 14001:2015 Environmental Management Systems*** certified **Internal Auditor**

***ISO 50001:2011 Energy management Systems*** ***certified* Internal Auditor**

***ISO 31000 Risk Management Awareness Training Course***

**International 3 party Training Courses:**

**OPITO-Basic Offshore Safety Induction Emergency Training(BOSIET) valid until 30 th November 2022**

**ADNOC Onshore-H2S & EEBS (Level 2)**

**ADNOC Onshore –PTW**

**Basic Radiation Safety Course (*Ref-PCN/GEN Appendix E3 Issue 8*)**

**Radiation Protection Officer Course (*Ref-PCN/GEN Appendix E3 Issue 8*)**

First Aid Fire Fighting Course,

Fire Safety Awareness

Emergency First Aid at work

Lock-out Tag-out &Permit to work,

Confined space entry& Gas testing Awareness

Mobile Aluminum Tower Scaffolding, Erection, Dismantling& Inspection

Working at Height

CAFM Urbanize System

Cradle Window Lift |(BMU) Operation Training

***EXPERIENCE***

**2016 to till date**

 **Working as a QHSE Executive in - INSPECTION CORROSION ENGINEERING SERVICES**

 **UAE.**

**Serving various clients of OIL&GAS companies**

***ADNOC group of companies***

***GASCO,***

***ADCO,***

***TAKREER,***

***BOROUGE,***

***FERTIL,***

***ADGAS,***

***ZADCO,***

***ADMA,***

 ***DUBALNDC***

***DP WORLD***

***DUBAI Petroleum &Al HOSN GAS***

***and DEWA, ADWEA, (EGA)* Government clients**

**also, EPC Oil and Gas companies like**

**PETROFAC,**

**CCC,**

**NPCC,**

**SAMSUNG ENGINEERING Co.**

**AMANA PIPELINE CONSTRUCTION,**

**PETRON EMIRATES CONTRACTION AND MANUFACTURING CO.LLC**

**ALSA Engineering and Construction Company LLC**

**INCO INTERNATIONAL FZ. CO.**

 **to perform Non-Destructive Testing, Onsite Heat Treatment (Electrical Furnace, Electrical Resistance, Refractory Dry-out, curing process and Gas & Oil Firing etc... and related services.**

**Current Projects: -**

Some of projects from **ADNOC** Group’s

**Abu-dhabi company for Onshore Petroleum Services (ADCO**),

**PETROFAC, BOROUGE,** **GASCO Companies**

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| \* | **ADCO** /NASSER SAEED AL HAJRI & PARTNERS CONTRACTING CO | ADCO / AL DABB'IYA SURFACE FACILITIES PROJECT – ABU DHABI |
| \* | **PETROFAC** /Pentron emirates contractinG and manufacturing co. llc**/BECHTEL** | BECHTEL/PETROFAC/EGA/Al Taweelah Alumina 25875 |
| \* | **BOROUGE/GASCO/** ALSA Engineering and construction Company LLC | EPC FOR FILTRATION SYSTEM AT BOROUGE III CRS**/**borouge/GASCO |
| \* | **BOROUGE** /Denholm Yam Contracting Company LLC | EPC Works for 3rd Boiler and 4th BFW Pump in EU3, Borouge 3 (Ethylene Plant EU3) /borouge |

Developing, implementing, securing the certification by a certifying body & maintaining New Quality, Health, Safety & Environmental systems for the company in accordance with ISO 9001, 18001 and 14001 Standards

**Essential Duties & Responsibilities:**

Process Improvement, Hazardous Materials Management, Emergency Preparedness, Radiation Badge Monitoring, Education and Training, Radiation Safety committee attendance, and Research as per *FANR (Federal Authority for Nuclear Regulation) UAE*.

Evaluation of existing company’s practices, processes and procedures with respect to ISO 9001, 18001 and 14001 Standards & identification of existing gaps.

Design and development of an integrated QHSE Management System including the development of company’s local policies and high-level documentation (e.g. QA Manual, System Procedures, HSE Procedures, QA Plans).

Arrangement of certification of company’s management system against international standards (ISO 19001, ISO 14001, OHSAS 18001.).
Administration of company’s management system in compliance with implemented standards and corporate policies.

Management and execution of Internal Audit Programs
Acting as a **MR** (**Management Representative**) of the company in front of external parties (certification bodies, customer’s QHSE teams, etc.)

Carry out Internal Audits within the organization as per the annual audit plan.

Implementation and maintenance of statistical management and data analysis (KPI, Charts, Data Reviews, GAP analysis, etc.);

 Coordination of QA/QC teams (e.g. training providers, competence assessors, RR, SQC and TMA performers, etc.);

Monitoring and Review of performance related to HSE and QA;

Developing and administrating QHSE Training programs across the organization.

Initiation of new or improved practices, processes and procedures Planning and execution, with others, of regular internal audits of the company’s QHSE systems.

Initiation of corrective action in the event of system non-conformances.

Development and implementation of techniques for evaluating the effectiveness of the company’s QHSE systems.

Generation of regular reports to management on the effectiveness of the QHSE systems.

Reviewing and assessing of Quality Manuals and Quality Procedures as per ISO 9001 Standards, **Risk Assessments** and **Job Safety analysis** (**JSA**), **Method Statements/Standard Operating Procedures (SOPS) and prequalification documents prior to submit to various Clients.**

**2014 to 2016**

 **Worked as Senior Quality, Health, Safety and Environmental Supervisor in MAB Facilities Management L.L.C, Dubai, UNITED ARAB EMIRATES.**

 **\* ALDAR Properties PJ.S.C PROJECT: -** **Al Dar Operative Village workers Camp**

**\*ALDAR Properties PJ.S.C PROJECT: -Yas Mall.**

 **\*Environment Agency – Abu Dhabi (EAD)**

 **\*MUBADALA Project-Certified visa Medical test In services and Emirates ID card services Abu-Dhabi**

 **\*TDIC Project -Tourism asset management and development arm of the Abu Dhabi Tourism and Culture Authority (TCA Abu-Dhabi),**

 **\*Abu-Dhabi Investment Council Project- *Al Bahr Towers*-World’s best towers in a highly regarded award for high-rise architecture etc..**

* *Report to Corporate QHSE Manager.*
* *Managed HSE Team in various Sites.*
* *The first permanent camp of its kind in the Garden City, the Al Ain Operative Village has a current capacity of 5,690 residents over 74,911 SQM and facilities including dining halls.*
* *Developing, implementing, monitoring and maintaining its food safety and hygiene standards.*
* *Review and maintain all hygiene and certification standard operating procedures as per required standards at Camp Canteen*
* *Liaise with Municipality and other regulatory authorities to Food Safety and adherence to the regulatory requirements in Camp Canteen*
* *Act as auditee in all food safety related third party audits at Camp Canteen*
* *Organize for internal training on food safety related issues at Camp Canteen*
* *Manage the cleaning crew to ensure high levels of hygiene standards are maintained*
* *Maintain records, prepare reports and ensure clear documentation of the required standards of HACCP, Halaal, and ISO at Camp Canteen*
* *Ensure that MAB services meet both external and internal requirements, including legal compliance and customer expectations;*
* *Coordinate the activities required to meet quality and HSE standards; • Monitor and advise on the performance of the HSE and quality management system and produces data and report on performance, measuring against set indicators;*
* *Liaise with other departments throughout MAB to ensure that the QHSE system is functioning properly and where appropriate, advise on changes and their implementation and provide training, tools and techniques to enable others to achieve quality;*
* *Set QHSE improvement objectives and ensuring that targets are achieved;*
* *Develop and maintain a strong internal/external customer focus; build effective relationships and work well with partners to achieve customer satisfaction. .*
* *Ensuring compliance with national and international standards and legislation;*
* *Agreeing standards and establishing clearly defined quality methods for staff to apply;*
* *Setting up and maintaining controls and documentation procedures;*
* *Drafting/updating Standard Operating Procedures as and when required as per Company standards.*
* *Conduct ENVIRONMENTAL Inspections as well as QUALITY, HEALTH&SAFETY inspections and HSE Risk Management analysis and ensure controls are in place to minimize risk.*
* *Identifying relevant HSE and quality-related training needs and delivering training;*
* *Verifying the implementation and operation of the HSE Systems, by planning and conducting internal HSE audits*
* *Verifying that the company HSE policy, is fully understood, implemented, operated and maintained*
* *Review, update and control, the distribution of the Company HSE Manual and related procedures.*
* *Generate project specific HSE Plans.*
* *Ensure that all contractual / company and local authority requirements for Health Safety & Environment (HSE) are complied with*
* *Ensuring adequate training / awareness of company personnel for QHSE systems*
* *Conduct reviews of the approved suppliers and subcontractor’s list*
* *Ensuring Customer / Clients requirements are fulfilled and appropriate*
* *Ensure that all subcontractors HSE systems and plans are acceptable to the company as applicable to a contract, and ensure that Subcontractor’s / Supplier’s HSE systems are implemented and effective*
* *Liaise with the Clients HSE representative, to ensure that all potential and actual quality issues are fully resolved*
* *Ensuring project Risk Assessment / Job Hazard Analysis • Monitoring performance by gathering relevant data and producing statistical reports.*
* *Ensuring the Emergency arrangements are in place and initiate mock drills.*
* *Ensure all incidents, accidents and near misses are investigated and corrective actions implemented.*
* *Ensure HSE communications are effectively managed at all levels.*
* *Conserve energy consumption whenever possible*

**2012 –2014**

 ***Worked as a QHSE Officer (*Quality, Health, Safety and Environmental Officer*) in***

 ***Cofely Besix Facility Management L.L.C ,Dubai, UNITED ARAB EMIRATES.***

**\*ALDAR Properties PJ.S.C PROJECTS:-HQ & YAS WATER INFRASTRUTURE,**

 **\*Emaar Properties P.J.S.C DUBAI FOUNTAIN & DUBAI MALL**

**\*Cleveland Clinic Abu Dhabi** **US-based Cleveland Clinic’s model of care, specifically - (Mubadala Development Company (Mubadala Project)**

***Responsibilities:***

*Report to QHSE Manager.*

*Provide a comprehensive expert and professional health and safety advisory service to the Estate and Facilities Management Service.*

*Consistently demonstrates understanding and compliance with the Promoting Environmental and Patient Safety Committee Bylaws at Hospital and Medical Labs.*

*Establishes the process, standards and the coordination for assessing risk for clinical, research and administrative work environments.*

*Develops, recommends, and implements audit inspection programs, policies and procedures to uphold or improve compliance of regulations set forth by local and accreditation agencies.*

*Monitoring Hazardous Material/Waste Management Operations (HAZWOPER) and to reduced exposure to blood borne pathogens at Hospitals and Labs.*

 *- Advise, support and give guidance on Occupational and Construction related health and safety matters to the senior management team, project managers.*

 *- Interpret the legislative duties and requirements relevant to FMS and to provide guidance on pragmatic and cost-effective management systems to ensure risk reduction and risk control to the level required by law.*

 *- Work alongside the FM services Manager in implementing an H&S policy and IMS (ISO 9001,ISO 14001 and OHSAS 18001)management systems, and to provide and deliver management reports and information.*

 *- Plan and coordinate specialist and routine cyclical safety training as part of general training needs analysis for the service.*

 *- conduct Site inspections and Identify health and safety risks within the remit of FMS and recommend management solutions.*

 *- Provide generic and specialist risk assessments with method of statements as appropriate and assist managers in this process of risk control.*

 *- Undertake specific projects related to Health & Safety, under the direction of the FM Services Managers.*

 *- Create and write an environmental policy and ensure that all services being provided by the FM team meet all QA and Health Standards*

*-Implementation LOTO (Lock-out and Tag-out System.*

*-Conduct the safety meetings, Tool-box Talks, Safety Alerts and other trainings.*

*.-Conduct* Emergency Preparedness and Response Drills.

*-Documentation filing of work permits, Incidents Reports, Vehicle Accident Reports, weekly, Monthly Safety Reports and provision of Personal Protection Equipment.*

*-5Assist in Internal Auditing and issue NCR’s.*

***Worked as a HSE Officer (*Health, Safety and Environmental Officer*), Alam Steel Industries L.L.C .Dubai, UNITED ARAB EMIRATES.***

**2008 –2012**

***Responsibilities****:*

* *Reported to Manager.*
* *Monitor and prevent potential workplace safety hazards through routine Inspections and regular Factory observation for safety implementation.*
* *Factory Visits and comply to Enforcement Authorities requirements.*
* *Compiling the safety policy into the plant HSE Plan manual and keeping the manual current* *Ensure that it is communicated down the level and understood by all.*
* *Evaluating new Equipment and processes to ensure all required guarding is in place, a job site analysis is completed and operators and supervisors understand safety requirements*.
* *Proactively works with engineering and maintenance regarding the installation of new and refurbished Equipment to prevent any unforeseeable hazards and ergo issues.*
* *Ensure hygienic, healthy environment and safety of Personnel, Equipment, and Material in the Plant through implementation of applicable industrial rules, codes of practices, Company HSEQ and other policies.*
* *Plans, Execute, Supervision and Commissioning of Activities* (Installation, Start up, Maintenance Activities, lockout/tag out system and Shut down) *with respect to Health, Safety and Environment Controls and Regulations.*
* *Advise to Management on the contractual / local and International law requirements / regulations for Health, Safety and Environment.*
* *Advise on any modifications to safety requirements and means to improve existing Safety work method promoting HSE.*
* *Developing Risk Assessment for Hazard identification.*
* *Advising and implementation of the factory markings & safety signs.*
* *Implementing a safe working system during Lifting Activities.*
* *Checking the welfare facilities of workers at working areas*
* *Documentation filing of work permits, Incidents Reports, Vehicle Accident Reports, weekly ,Monthly Safety Reports and provision of Personal Protection Equipment.*
* *Safety inspection of Material handling, Provision, inspection of fire fighting ,First aid box, Emergency Routes.*
* *Conducting the safety meetings, Tool-box Talks & advising for safety arrangements.*
* *Monitor waste disposal* (hazardous & non Hazardous) *of plant as per environmental regulations.*
* *Provide active support to Quality Management team for Quality Controls.*
* *Assist in Internal Auditing.*
* *Steel building materials come in a wide variety of forms that include flat plate, coil, round and squared bars, beams, pipes, and many other shapes. Each type of steel you work with requires its own unique method of handling, storage, and transporting. There are numerous specialized fittings, attachments, and implements used for handling steel plates and bars, such as chains, clamps, and hooks. All must be inspected before use and maintained and stored properly to ensure safety.*

**\*\*\*Worked as a visiting Safety Officer for Bin Ham Oil Group (Drilling and Exploration in Abu Dhabi Emirate in favour of Abu Dhabi Company for Onshore Oil Operations (ADCO) for replacement.**

***2007 –2008***

***Worked as Safety Officer with National Transport & Contracting Company, UAE.***

* *Reported to Project Manager.*
* *Provided support developing, implementing and managing site health, safety and environmental programs such as target zero, emergency response, near misses, accidents and fatalities and LOTO to ensure ISO and OSHA standards compliance.*
* *Conducted site visits to ensure statutory and industry health, safety and environmental standards are maintained and maintain site specific EHS systems and reports.*
* *Conducted weekly safety meetings*
* *Investigated and report on near misses, incidents and fatalities and conduct risk assessments and root cause analysis and make recommendations to mitigate risks and implement preventative and corrective actions.*
* *Provided health, safety and environmental new hire orientation, promote a proactive healthy and safety culture, manage workers' compensation loss control and return to work programs and conducted Tool Box Talks.*
* *Managed employee welfare and refer issues to the company medical team.*
* *Participation in accident/incident investigations and completing reports*
* *Participated in safety committee activities.*

***2005-2007***

*Worked as* ***Safety Officer*** *with* ***Arabtec Holdings*** ***Deepa Interiors LLC - Dubai****, UAE.*

(77 Floors High raised ROSE ROTANA Tower Project,Shoreline Apartments project – Palm Jumeirah**,** DubaiIntercontinental Hotel (ICH)project - Dubai Festival City.*)*

***Responsibilities****:*

* *Reported to Project Manager*
* *Inspections and regular site observations for safety implementation*
* *Assisted in developing Risk assessment for hazard identification.*
* *Advising and implementation of the Site markings & safety signs*
* *Certification for lifting equipment.*
* *Site visits and comply to client requirements*
* *Attending safety meetings conducted by clients*
* *Advising on Edge protection at construction sites.*
* *Checking the welfare facilities of workers at working sites*
* *Checking the scaffolding safety practices*
* *Documentation, filing and provision of Personal Protection Equipment*
* *Provision of fire fighting and fire detection equipment*
* *Safety inspection of Material handling*
* *Storage and safe handling chemicals and paints & upholstery materials*
* *Attending the safety meetings & advising for arrangements*
* *Checking the work permits from clients*
* *Provision of emergency evacuation and maintaining the contact numbers*
* *Reporting the accident/incident to the Project Manager*

*PERSONAL DATA*

*Date of Birth : 28th February 1980*

*Nationality : Indian*

*Marital status : Married*

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*COMPUTER SKILLS KNOWN : MS Office*

*LANGUAGES KNOWN**: English, Urdu, Hindi and Telugu.*