**Hamza**

**(Nebosh Certified)**

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**SUBJECT: Applying for the post of HSE Officer**

**OBJECTIVE**

I am an influential, Knowledgeable and a result driven person who is capable of working alone or within a team environment, with passion for the oil field industry, motivation to succeed, strong interpersonal skills and communication skills and a particular talent for forward planning to develop effective and cost efficient solutions, expert in team building to achieve high safety standards, accident prevention, motivational drive and safety awareness trainings. My objective is to gain professional experience in a well-reputed organization through an active practice as a Safety Officer and Willingness to work and foster good working relationships in an integrated team from diverse locations. Also to find a workplace where I can express myself professionally and do my part in the growth of the company.

**EDUCATION**

* **Matriculation** F G Boys High School ( Federal Board)
* **I.Com** Punjab Group of College
* **BBA** (Bachelor of Business Administration) COMSATS University Islamabad

**TRAINING & COURSES**

* **AOSH** Fire Safety- **UK** ( Level-2 )
* **AOSH** First-Aid - **UK** ( Level-2 )
* **AOSH** H2S - **UK** ( Level 2 )
* **NEBOSH** (International General Certification)
* **IOSH (**Managing Safely)

**Hazard Control Courses in NEBOSH**

* Risk Hazard Reporting
* First Aid
* Health & Hygiene
* Emergency Response
* Permit to Work System
* PPE
* H2S Safety
* Fire Fighting
* Environment
* Stepping, Handling & Lifting
* Confined Space Entry
* Drug & Alcohol

**Professional Experience**

**June 2018 to till now**

**Position** : HSE Officer

**Location** : Pakistan

It is a leading oil and gas exploration and production company listed on all the three stock exchanges of Pakistan. The Company's prime focus is to deliver performance through excellence in the field of exploration, drilling and production of crude oil and gas. Pakistan Oilfields Limited (POL), a subsidiary of The Attock Oil Company Limited (AOC), was incorporated on November 25, 1950. AOC was founded in 1913 and made its first oil discovery in 1915 at Khaur, District Attock. AOC has, therefore, pioneered exploration and production of oil and gas in this region nearly a century ago. In 1978, POL took over the exploration and production business of AOC. Since then, POL has been investing independently and in joint venture with various exploration and production companies for the search of oil and gas in the country. In addition to exploration and production of oil and gas, POL also manufactures LPG, Solvent Oil and Sulphur. POL markets LPG under its own brand named POLGAS as well as through its subsidiary CAPGAS (Private) Limited. POL also operates a network of pipelines for transportation of its own as well as other companies' crude oil to Attock Refinery Limited. In 2005, the Company acquired a 25% share in National Refinery Limited, which is the only refining complex in the country producing fuel products as well as lube base oils.

**RESPONSIBILITIES**

* With Senior HSE Engineer , Provide technical expertise on safety related matters to the E&P organization to include the operation modules, maintenance department and project group by consulting on work permitting issues, including hazardous work and confined space entries and participating in issuing permits as required.
* Consult on other safety related issues, including interpretation of safety procedures and regulations.
* Conducting of HSE in-house Trainings and Drills at plants & Rigs.
* Participate in annual turn around and project meetings.
* Carrying out of plant & Rigs safety audit & work permit audit
* Develop safety training programs and train field personnel as required.
* Provide emergency response expertise and leadership to the oil & gas field by supporting emergency response.
* Support the emergency response team during plant & Rigs emergencies, to include field tactical activities during emergencies.
* Develop mitigation strategy for onsite and offsite impact consideration during emergencies, and manage logistical support needs for the Emergency Response Teams, etc.
* Conduct HSE trainings and updated the training matrix according to company HSE management system.
* Responsible to be active on-scene participant & leader of emergency mitigation efforts.
* Implementation and improvement of HSE Culture.
* Implementation of PTW and JSA/Risk Assessment during jobs.
* Conduct all kind of HSE trainings, videos sessions and daily safety meetings.
* Conduct TBT, Pre-safety meetings and Hazcom culture.
* Strong procedure and implementation culture regarding Accident/Incident reporting.
* Provide safety protection during all kind of jobs like (Hot job, Cold Job, Confined spaces, Electrical jobs, work at height, Radio Grapy etc.)
* To ensure all rig personnel understand and comply with all POL quality and HSE requirements
* To ensure all reporting meets POL requirements in a timely manner.
* Coordinate with the rig manager and area QHSE involving QHSE concerns.
* Consult advice and direct Drilling operations in matter relating QHSE.
* Liaison with Operator in regards to QHSE matters.
* Maintaining internal and external reporting according to established system.
* Consultation with outside experts on QHSE matters when required.
* Participate in Regulatory, operator and internal QHSE audits.
* Participate in local HSE groups, to include operators, government and other drilling contractors.
* Responsible for adherence to company guidelines.
* Ensure rig complies with POL requirements.
* Maintaining and updating Rig evacuation plans, Procedures and measures.
* Provide information to management on accidents/incidents in a timely manner according to established POL and operator procedures.
* Monitor compliance against the monthly HSE schedule.
* Coordinate with the Rig Manager concerning the implementation of the Rig Management system on-site and the ongoing instructions to all personnel in its use.
* Monitor /chair/participate in regularly schedule scheduled HSE meetings held at rigs and camps.

**SAFETY CONTROL**

* Risk assessment
* Safe System of Work
* Principle & Hierarchy of control.
* Incident Investigation, recoding & Reporting.
* Adequate decision in emergency situation.
* Promote positive Health & Safety Culture.

**SPECIFIC ACHIEVEMENTS**

* Improving work place performance, setting personal goals & achieving them.
* I motivate employee to help them to improve their skills, to reach higher level of competence, for their own benefit and future and to achieve the goals set by the company.
* Recommend candidates with potential from different disciplines to attend basic training courses such as English and mathematics (basic) to help them develop their communications skills, to understand and to use trading material effectively.
* Pre-Job safety meetings were held to high light health hazards that could be encountered while working in confined spaces, hot & cooled work, working in MUD Tanks etc. The crews were encouraged to report any discomforts are illness immediately to medic to avoid future reoccurrence ensured that the proper PPE was used and available all the time.

**SAFETY MEETINGS**

* Pre-Job Safety Meetings.
* Pre-Tour Safety Meetings.
* Chaired weekly safety meetings.

 **MANAGEMENT SKILLS**

* Provide leadership.
* Provide motivation to the employee.
* Prepare hand over notes for relief.
* Advise supervisor of all current changing conditions and advise supervisor of any requests from operator.
* Train the crew employee in the optimum safe performance of its duties and the proper care and maintenance
* Supervise compliance with Safety policies and procedures and protection of the environment.
* Attending all types of emergencies and control involving risk assessment and accident and incident investigation.
* Monitoring safety and environmental system.

**Other Skills**

* Strong Communication
* Leadership Skills
* HSE Meetings
* Route Cause Analysis
* Analytical Skills
* Management Control
* Waste Management System
* Accident Investigator

**PERSONAL DATA**

* Date of Birth: 27-08-1996
* Nationality: Pakistani
* Marital Status: Single
* Religion: Islam
* Languages can speak: English, Hindi, Urdu & Punjabi