

Muhammad Ijaz

S/o Muhammad Sardar

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For the post of Safety Officer

Professional Qualification: B-Tech Mechanical

Total Hands on Experience: 8.5 Years

Professional Experience:

ALASCON COMPANY (Pvt) Ltd. (4-OCT-2017 to till date)

SAUDI ARAMCO CONTRACTOR COMPANY:

INDUSTRY TYPE: Construction (road, building) & maintenance.

Job Description: As a supervisor, I am responsible to perform the following major activities:

- To prepare JSA report.
- To prepare HIP hazard identification report
- Near miss and injury report.
- Risk assessment report.
- To train & execute the use of safety harness
- To convince the workers to obey safety indications and safety officer's advise
- To guide and mentor the workers for the use of PPEs while working,
- To record the daily checklist of fire alarm system
- To conduct and attend weekly safety meetings
- Purchased all PPE and maintain stock in yard.
- Camp training, onsite training, inside training.
- Making training record
- Training schedule preplanning

Guarantee Engineering:

Industry Type Construction:

Job Description: As a supervisor, I am responsible to perform the following major activities:

- To conduct daily Tool Box Talk Training for all workers and mechanics,
- To train & execute the use of safety harness
- To convince the workers to obey safety indications and safety officer's advise
- To guide and mentor the workers for the use of PPEs while working,
- To record the daily checklist of fire alarm system
- To conduct and attend weekly safety meetings
- To Prepare JSA (job safety analysis) report.
- Prepare risk assessment reports.
- Identifying hazard and preplanning to minimize.

Safety Instructor: 2011-12

Job Description:

- To instruct about report writing.
- How to use safety harness.
- How to safe work in workshops.
- First Aid Training

THE LIMIT ENGEENRING COLLEGE

Safety Officer (20-Feb-2013 to 10-sep 2017)

Safety Supervisor (25-Feb-2009 to 24-Aug-2011)

Lucky Steel (Pvt.) Ltd.

A well known auto manufacturing and casting enterprise serving Tractor industry including Messy & Furguson. I am supervising the whole production team from mould making, casting, and machining sections. Supervising a team of more than 35 workers & Directly reporting to the directors for production and maintenance operations.

Product Range: Brakedrum, Wheel Hub, Clutch Housing of Tractors

Professional Courses:

To equip me with different hard and soft skills, I got following different practical trainings and certifications:

- “**IOSH-MS**” Version 4.0 from **SBS Lahore**
- Diploma of “**Safety Officer**” form **Oil & Gas Services Rawalpindi Manpower (Redg.) UKAS Management & Govt. of Pakistan.**
- One Year Diploma **Safety Officer** from **Skill Development Lahore.**
- 3 Month Diploma of “**Machinist**” from **GCT Sahiwal.**
- 3 Month Diploma of “**Turner**” from **GCT Sahiwal.**
- 3 Month Diploma of “**House Carpenter**” from **GCT Sahiwal.**
- Certificate of Rescue 1122 first Aid Training.

COMPUTER SKILLS:

I am fluent in using the M.S. Office including M.S. Word and Excel through a short computer course as under:

- 3 Month Diploma of **Office Management** from **SDC Lahore.**
- Reporting in excel, world and power point.

Responsibilities:

- Visit the site on daily basis to establish HSE presence and provide support.
- Conduct daily pre-tour, and pre-job safety meetings and monthly HSE Meetings/Trainings and schedule as needed.
- Conduct weekly safety meetings, and summarize in general the safety performance over the previous week.
- Write, implement, and manage HSE Programs, Policies and Procedures.
- Perform facility HSE Inspections.
- Ability to evaluate PPE and ensure proper use and maintenance of PPE.
- Have knowledge and enforce compliance of Regulatory requirements (i.e. OSHA, EPA, etc.), including company HSE policies and procedures.
- Ability to oversee Hazardous Waste Storage area and ensure regulatory agency compliance i.e. labeling, containment, proper disposal, documentation, etc.
- Assist in emergency response and assist in providing first aid treatment.

- Oversee Behavior Based / Observation Safety Programs.
- Help crew members to develop Job Hazard Analysis (JHA)
- Follow Fall Protection program, inspect all fall protection equipment and maintain inspection records.
- Travel to other Company/Client locations for meetings, training, inspections, etc.
- Ability to oversee Safety Incentive Programs.
- Assist site management in developing Safe Operating Procedures and implementation.
- Maintain the log of preventative maintenance.
- Set up warning signs alongside work locations that special works are being carried out
- Assist in administering and maintaining compliance programs such as Hazard Communication, Hearing Conservation, Hot Work, Respiratory Protection etc. PTW etc.
- Additional duties as assigned by HSE/Site manager/Coordinator.
- Analyze the problems put forward, and to provide preventative methods for correcting them, and to supervise the work. Plan the following week's safety requirements to be carried out, and record it.
- Chair, and record the minutes of the committee safety meeting every month. Report the safety activities for the period, and discuss any and all of the problems that were reported, and the corrective measures that were taken.
- Responsible for the management of the safety equipment, i.e. Fire Extinguisher, Breathing Apparatus, Safety shower, Eye washing, Safety belt etc.
- Assist the crew members to complete the weekly equipment safety check.
- Responsible for the reporting of the daily, monthly and quarterly safety reports that are required.
- Responsible in seeing to it that everyone is healthy in the crew, and to make sure that they are working in good condition.

Personal Information:

• Date of Birth	:	01-07-1989
• CNIC No.	:	36502-7190349-9
• Passport No.	:	DJ1513492
• Duration of Passport	:	27 Oct. 2015 to 27 Oct. 2020
• Gender	:	Male
• Marital Status	:	Single
• Domicile	:	Sahiwal - Punjab
• Nationality	:	Pakistani
• Religion	:	Islam