

# Cover Letter

Dear Sir,

I would like to express my interest in applying for your vacant "HSE" position; my resume is enclosed for your review and consideration. I am certified Safety Professional by **NEBOSH IGC**, **IOSH** Managing Safely, **OSHA**, Safety Media Course, Diploma in Environmental Safety.

The vacancy has a definite connection with my practical knowledge and experiences. You will be able to see from my CV that I have a long career and successful history of Health, Safety & Environment in various industries for about 10 years.

I am a driven and focused individual who knows how to set goals and achieve them. As noted on my resume, I have a strong knowledge in HSE field. I possess an excellent track record of motivating and supervising staff, managing performance and running efficient administrative systems.

In view of all of the above, I would be highly gratified if you would consider me for this important position, and I would appreciate an opportunity to meet personally to discuss how my abilities and experience will be useful and helpful to your company.

Please let me know if I can provide you with any other information or references. I thank you for your time and I look forward to hearing from you.

Regards.

*Askar Ali Shah*

*HSE Professional*



# Askar Ali Shah

## HSE Engineer

### Contact

+966-592272509

askaralishah06@gmail.com

Riyadh KSA

### EDUCATION QUALIFICATION:

#### SAFETY, HEALTH AND ENVIRONMENT CERTIFICATES

##### NEBOSH IGC

Diploma in Health, Safety and Environment (HSE)

OSHA (Occupational Safety and Health Administration )

##### IOSH (Managing Safely)

Safety Trends International (pvt)

Basic Firefighting Course

Fire & Safety Engineering Course

•Degree & Institute: Master of Commerce

•Bachelor degree in Commerce

•Three years Diploma of Associate Engineering Electrical Peshawar Technical board Pakistan

### COMPUTER SKILLS:

#### MS OFFICE

Microsoft Word, Microsoft Excel,

Microsoft Power, Microsoft Outlook.

SAP ERP

### Objective

To utilizes my skills as a HSE Engineer to protect employee and other organizational factors from risk to health and safety and combine effort to achieve the business objective on the cost effective basis and the implementation of health and safety policy in the organization.

I have 10 years of experience in Environment Health & Safety Management in Construction Industry. Familiar with Risk Assessment, JSA, JHA, Induction, Heavy equipment inspection, vehicle inspection, monthly safety report, safety daily report, HSE Regulations & incident investigation.

### Experience and Professional Background

#### 08 March 2019 to Still

Current Working as **HSE Engineer** at STRATEGIC RESERVOIRS Tanks Project Taif Client **SWCC** (Saline water conversion corporation )

#### 27 Jan 2018 to Feb 2019

**SAUDI ELECTRICITY COMBINE CYCLE POWER PLANT PROJECT ALKHARJ RIYADH**  
**Project** Construction of ASL UBB2 UBB5 PP10 and PP14  
**Client** Worley Parsons / Saudi Electricity Company SEC  
**Company** : AL-AYUNI INVESTEMENT & CONTRACTING CO  
**Appointment** : **H.S.E Engineer**

#### 21 Aug 2016 to 10 jan 2018

**RIYADH METRO PROJECT LINE-4 ,5 and 6**  
**Project** **Riyadh Metro**  
**Company** **SAMSUNG FAST**  
**Position** **HSE Engineer**

## TECHNICAL SKILLS AND EXPERTISE:

- Ability To Do Handle Multi-Task In The Organization
- Managing, organizing and planning skills
- Rational decision making under pressure skills.
- Technical report & correspondence writing, and has the ability to develop system and procedures.
- Has a good coordination skills and able to interact with multidisciplinary projects in a multinational team.

### PERSONAL SKILLS

Disciplined & Result Oriented, Highly Motivated, Self-Reliant and Posses Excellent Communication & Interpersonal Skills. Welcome challenges and innovations. Have the courage to face all the hardships. Have the potential and zeal of long hours working & have the ability to work in team and time limitation

## Feb 2014 to Nov 2015

**Project** *Civil Works for Bulk Plant – Tabuk&Duba*  
**Company** **GEGC Gulf Elite General Contracting Company**  
**Position** **HSE Officer**

## July 2010 to Dec 2012

**Project** *UCH Compression Project*  
**Company** **OGDCL ( Oil and Gas Development Company Limited**  
**Position** **HSE Officer**

## Duties and Responsibilities

- Preparation of HSE Manual and Man-Hours Indicator.
- Conduction regular HSE meetings with Engineers and Management.
- Induction training for new employees.
- Site inspection
- Project HSE Coordination & Documentation.
- Carried out site Environmental, Health & Safety audit and maintain document.
- Implementation of HSE rules & regulation all the time at site.
- To maintain and improve upon HSE performance Co-ordination with Managers, Site Staffs, Clients & other subcontractors for ensuring Safety at site.
- Develop of Job Safety Analysis and Hazards identifications
- Create safety awareness by promoting safety meetings, presentations, open forum discussion and safety trainings.
- Preparation of Accident & Incident reports.
- Ensure that all accidents/incidents including first-aid cases, near miss and fires reported immediately to Managers/ client representative in accordance with the provisions contained in this project-specific loss prevention program.
- Assure all the personnel work within the guidelines of appropriate safety rules and regulations.

- Conduct safety meeting every week and ensure that all employees including engineers are attending the same schedule.
- Supervising all construction activities and providing technical inputs for safe methods of construction.
- Health and safety environment coordination with site Management.
- Preparation and review of risk assessment job safety analysis, and toolbox meetings, induction reports.

### SPECIAL TRAINING & CERTIFICATE:

➤ Leadership and Communication	➤ Safe Work Permit(SWP) System
➤ Equipment's Opening & Line Breaking	➤ Total Safety Task Observation(T.S.T.O)
➤ Work at Height	➤ Hazards Communication(HAZCOM)
➤ Hot work Certification	➤ Confined Space Certification
➤ LOTO Certification	➤ Crane and Rigging Safety
➤ Grinder Safety	➤ Extra Ordinary PPE,s
➤ Pre –Commissioning Training	➤ Forklift Safety Certification
➤ Excavation Safety Certification	➤ High Pressure Cleaning Safety
➤ Heat Stress Training	➤ Competent Person In Construction
➤ Risk Assessments	➤ Incident Investigation Report

### PERSONAL INFORMATION

•F/Name: Saqib Shah  
 •IQAMA Status: Transferable  
 •Religion: Islam  
 •Nationality: Pakistani  
 •Marital Status: Married  
 •Driving license: Yes  
 •Language Known: English, Urdu, Pashto, Arabic  
 •WhatsApp: +966592272509

### DECLARATION:

I hereby that all the above given information are correct and true to the best of my knowledge and if I selected I will discharge my duties and responsibilities to the entire satisfaction of my superiors.

**ASKAR ALI SHAH**