

Job Profile-HSE Officer/Safety officer

Name: Ansar Sayyed

Address: - Kauser Baug, Valipeer Road,
Kalyan(W) Dist.: - Thane Maharashtra India

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CAREER OBJECTIVE:

To associate myself with an esteemed organization and put my theoretical and practical knowledge for the growth of the organization and prove myself as an asset by achieving perfection in the area of work assigned to me.

WORK EXPERIENCE:

- Working in Ascent Engineers as safety officer from August 2021 Clint Genral Electric company at Chakan, pune (Maharashtra)

Job Description/Duties Responsibilities: -

Safety meetings & Safety round with the Client nt
Daily tool box talks at work site
Preparation of monthly weekly daily report
Training of safety arrange to the workers and staff
Monthly weekly safety meeting conduct at the site
Tools & equipment inspection
Inspection & observation at working site
Fire extinguisher operation trading to worker
Preparation of incident report and send to Client
Preparation of JSA
Preparation of HSE monthly statics report Implement new method / technique for safety work Conduct the evacuation drill, site safety visit etc.

- Worked in Clancy Global PMC Company, as safety officer from Feb 2021 to July 2021 Client of Myra construction in Goa.

Job Description/Duties Responsibilities: -

Safety round and point deviation at the site
Preparation of site safety reports and implementation on site
Check all the fire equipment on daily/ monthly basis in the premises
Maintain the safety standard at site as mention in site safety plan
PTW & monthly Tools & Equipment should be check and maintain records
Maintain all machinery & TPI record to be update
Fire equipment to be keep in working condition
TBT, Job related Training, safety induction
Evacuation Drill to be arrange at working site
Site safety visit with Clint and contractor
Monthly safety meeting with Clint and contractor
Raise HSE violation notice & penalties
Arrange monthly safety audit
Safety deviations point to mail concern department

- **Worked in Ace Global Ltd as safety officer from oct 2019 to June 2020 client Godrej project ltd**

Job Description/Duties Responsibilities: -

Daily tool box talks of the labours at working site
Preparation of site safety reports
Permit to work take daily and update in the register
Maintain all the checklist of tools and equipment's
Evacuation drill arrange and preparation of report
Job related training should be conduct at site
Safety round with Clint and deviations point to be closed
Safety audit preparation of reports
Medical checkup and hospital tie up

- **worked as HSE officer in Nakhal Development Construction Company
Government contractor of Mazoon Electrical company in muscat (Oman)
from 2017 to 2018**

Job Description/Duties Responsibilities: -

Preparation of all the safety norms civil as well as electrical
Daily tool box talk at work site
Preparation of monthly weekly daily report
Training of safety arrange to the workers and staff
Monthly weekly safety meeting conduct at the site
Tools & equipment inspection
Inspection & observation at working site
Vehicle inspection & maintain the record of the vehicle safety
Preparation of incident report and send to Client MZEC
Preparation of Risk Assessment
Preparation of HSE monthly statics report Implement new
method / technique for safety work Conduct the evacuation drill,
site safety visit etc.

- **OBEROI CONSTRUCTION LTD**

Project Site Eternia & Enigma Tower LBS Road, Mumbai as HSE OFFICER

Duration: - Nov 2013 to April 2017

Job Description/Duties Responsibilities: -

Safety induction of labours / Work permits issue Liaise with the
Emergency Response Committee.
Ensure safety policies and procedures are strictly adhered.
Inspect firefighting equipment and apparatus on a regular working condition.
Inspections of places to ensure safety compliance with regulations.
Training programs including fire & safety having control over the
key systems.
Initiating strict safety measures at work place
Evacuation drill, Monthly safety report
Daily Safety rounds point deviation

Monitor timely renewal of Statutory Compliances
Fire NOC, Lift License Form 'B' Training on fire & safety
Tool box talk & prepare incident report, Scaffolding safety check
Occurrence book entry, Excavation safety & PPE record
AMC of fire hydrant & fire extinguisher system
Maintain all fire extinguishers/Hydrant/Sprinkler system Fire
Alarm system in the premises

**Worked as fire & safety officer head office of TATA company Homi Modi street near flora fountain
Mumbai duration April 2011 TO Oct 2013**

Job Description/Duties Responsibilities: -

Investigations for accident /accident activities and prepare its records
Monthly inspection of fire extinguishers & get conformation of tag and its validity Checking
proper installation of scaffoldings
Implementation of safety standard and practice on site and work permits procedures
Daily site observation and find out unsafe condition and unsafe acts if anything goes wrong
implement corrective action required
Checking and monitoring Novac gas 123 suppression system systems Issue work permit
hot, cold electrical etc. Watching the areas where the work is accompanied To arrange
safety meetings to discuss and explain how to safety helps in progress

Safety Qualifications

Post-Graduation Diploma in Fire & Safety
OSHA (occupational safety & health administration) from NIFE institute in Thane (Mumbai) affiliated with U.S.A.
ADIS completed (Advance Diploma in Industrial Safety)

Nebosh IGC pass 1&3

HSE induction, managing safely, first aid, fire warden

ACADMIC QUALIFICATIONS:

Bachler of Arts degree pass from (Mumbai university)
Intermediate 12th standard pass from Mumbai education
Board Matriculation 10th from pune educational board

Passport Details:

Passport no.	U8513798
Issued place.	Thane passport office (Maharashtra) India.
Date of Issue.	16th Nov 2020
Date of expiry.	15th Nov 2030

Professional Profile:

Operating System, Windows word; Windows Excel; Windows power point; Mail drafting Microsoft Servers: Windows 2000 Server; Windows Server 2003; Microsoft 2017; Outlook explorer etc.

COMPUTER SKILLS:

- > MS Office,
- > Internet Applications,
- > Formatting & Installation
 - > Surfing & mail sending

Personal Details:

Gender : Male
Marital Status : Married
Date of Birth : 18th June 1976
Languages know : English, Hindi, Marathi

Place:

Date:

Signature

(Ansar Sayyed)