


SYED ZISHAAN ALI QADRI



CURRICULAM VITAE

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Experienced and motivated Quality, Health & Safety professional with expertise in Quality, Health & Safety, Food Safety management systems, training, audit & inspections. Skilled in collaborating with all members of the organization to achieve business and professional objectives. Instrumental in streamlining and improving processes and reporting methods to achieve consistent and desired results. Working knowledge in MS office

CORE COMPETENCIES

NEBOSH-IGC, ISO 9001, ISO 45001, HACCP & ISO 22000 - Development of Policies & Procedures – Compliance

Planning & Organization - Problem Solving & Analytical – Verbal & Written Skills – Training & Supervision

Presentation Skills – Teamwork - Continual Improvement & Organization Excellence – Ability to Lead

Client Relations & People Skills - Technical Proficiency – Workplace safety – Hazard Analysis & Risk Assessment

CAREER PROGRESSION

Total experience 20+ years

Experience in Saudi Arabia: - 13+ years

1. Presently working with AL Kifah Holding Group, Al Khobar, Saudi Arabia as Manager-Center of Excellence & Quality from November 2021 to June 2022.

Duties & Responsibilities:

1. Work to pre-qualify company in the governmental and private sector entities, by attaining the required certifications and expertise.
2. Advise the QA/QC and HSE officers of QFHSM matters.
3. Develop the Company QFHSM audit program.
4. Direct systems' documentation and processes development for QA/QC & HSE.
5. Develop programs to attain Certification (e.g. ISO) and maintain the standard once achieved.
6. Develop and maintain the COE Annual Budget.
7. Provide leadership and oversight to a large team of professionals and employees across multiple locations.
8. Proactively collaborate with and present information to safety and management personnel to ensure the facilities and maintenance objectives of the organization are being met.
9. Develop, implement and coordinate SOPs required for the effective operation of all the department/division in the company.
10. Assess appropriate investments in knowledge and technology for efficient delivery of department services.
11. Develop & maintain effective working relationships with other departments to facilitate the achievement of Company's operational objectives.
12. Manages the performance of all team members

2. Worked with Source Machinery for Trading & Contracting Co. Ltd.-Modon Al Arabia Holding Group, Riyadh, Saudi Arabia as Director-Organizational Excellence & QHSE from November 2020 to September 2021.

Key Responsibility Areas:

Reporting directly to the MD. Accountable for the development of the Corporate Quality, Health, and Safety & Environmental (QHSE) Management System(s) for Source Machinery for Trading & Contracting Co. Ltd. in Support of the Corporate Strategy set forth by the Top Management.

1. Oversee & Manage the development of Corporate QHSE Auditing Program. Has responsibility for establishing the reporting and feedback mechanisms on the health and performance of the quality, health & Safety, environment management systems to key stakeholders.
2. Support the development of qualification requirements, standards, processes, and supporting programs.

3. Manage the development and delivery of the QHSE training programs. Role will also oversee the QHSE Management Functions at Source Machinery for Trading & Contracting Co. Ltd for recruitment, performance evaluations, and compliance.
4. Support the management and in the development and implementation of the overall Corporate Strategy, Systems, and Supporting Programs for QHSE.
5. Develop and Maintain QHSE management systems.
6. Team Development: Build a world-class team known for its strong QHSE management capabilities
Develop a team known for its technical experience, expertise in QHSE, a team seen as trusted advisor and monitor for Senior management on the health of QHSE Management System.
7. Work to pre-qualify SOURCE in the governmental and private sector entities, by attaining the required certifications and expertise.
8. Advise the QA/QC and HSE Engineers of QSE matters.
9. Develop the Company QHSE audit program.
10. Direct systems' documentation and processes development for QA/QC & HSE.
11. Develop programs to attain Certification (e.g. ISO) and maintain the standard once achieved.
12. Develop and maintain the QHSE Annual Budget.
13. Assess appropriate investments in knowledge and technology for efficient delivery of department services.
14. Develop & maintain effective working relationships with other departments to facilitate the achievement of Company's operational objectives.

3. Worked with Red Sea Markets Company owner of Red Sea Mall- Jeddah, a SEDCO HOLDING Company as Quality, and Health & Safety Manager since October 2015 to October 2020.

Achievements and accomplishments: -

1. Developed and implemented Quality Health & Safety Policies & Procedures for Tenants, Stores & Fit out contractors to follow and to minimize health & safety hazards.
2. Saved SAR 350,000 by negotiating and procuring IG-55 Fire Management system's parts from OEM.
3. Established & Executed Quality Health & Safety criteria for inspection of rooftop, malls common area, Firefighting equipment like Fire Extinguishers, Fire Hose Cabinets, LPG tanks, Events, Exit staircase.
4. Accomplished & Supervised Multi Storey Car Parking worth 50 Million SAR project, without any LTI.
5. Completed & overseen Mall's Major Expansion worth 150 Million SAR project, without any LTI.
6. Finished Gate 9 Extension & VOX cinema project successfully without any major reported incident.
7. Created Data bank of civil defense license for all the anchor tenants in the mall to avoid any compliance violation & penalty.
8. Ensured all the restaurants to have fire hood cleaning contract with the approved agency to make sure ducts are kept avoiding any fire incident.
9. Spearheaded weekly safety meetings & quality & safety inspections to monitor the adherence to QHS requirements and to act if deviation found.
10. Documented & establish communication standard for the staff to follow for internal & external communication & provided QHS training to the management staff.
11. Defined and established Fire Fighting & Fire Alarm contract scope to be followed by the FMS contractor.
12. Supervised that all exits doors maintained as per NFPA/Civil Defense Requirements.
13. Followed Mall Insurance Risk Assessment with FMS contractor to complete the jobs required by Insurance company (Tawuniya).
14. Civil defense requirement for granting license followed and organized the required items to the mall.
15. Directed LPG contractor to fix gas leak detectors on control panel in all the restaurants.

Key Responsibility Areas: -

1. Providing technical knowledge to the Red Sea Mall for the introduction, development and implementation of the Quality, Health and Safety Management System in the mall.
2. Representing the company when performing client site and project office visits.
3. Acts independent of other functions and enforces and monitors all the procedures relating to safety health and quality compliance on behalf of the CEO.
4. Develops the corporate quality manual and safety manual, taking into consideration all relevant laws and regulations, and ensures its implementation.

5. Identifies better practices and leads continuous improvement initiatives to reduce work process risks, raise safety awareness, and improve safe work practices.
6. Identifies the safety training needs across the company and propose a training plan to the Training and Development department within HR.
7. Initiates safety audits and inspection of facilities, machinery, and safety equipment to identify and correct potential hazards, and to ensure compliance with safety laws and regulations.
8. Investigates accidents, injuries, or occupational diseases to determine causes and preventive measures.
9. Maintains liaisons with external organizations such as fire departments, mutual aid societies, and rescue teams to facilitate emergency response.
10. Formulates and maintains quality control objectives and coordinates objectives with service procedures in cooperation with other managers to maximize service reliability and minimize costs.
11. Develops QMS awareness, incentives & motivation programs to spread awareness & ensure full compliance with QMS programs.
12. Keeps abreast of QMS international developments, new legislations, standards & instructions within country of operations and assesses the suitability and viability of implementing or incorporating these into current policies and procedures.
13. Ensures accurate QMS statistics are reported, documented and analyzed, and mitigation measures are identified as per the statistics reporting procedure.
14. Evaluates the performance of subordinates in line with the Company process.
15. To manage company's comprehensive quality assurance program focused on establishing procedures, systems and controls in place to support the various business process within the company.
16. To plan, coordinate and supervise the activities performed to ensure that standards of QMS management systems, international codes standards, contract and legislative requirements are implemented and met effectively.
17. To develop and maintain appropriate quality standards for services provided by company by ensuring processes comply with regulatory and industry quality requirements and appropriate safety standards are maintained.

4. Worked with FAHSS/TUV-NORD Saudi Arabia as Senior Consultant, Lead Auditor & Trainer for- ISO 9001, OHSAS 18001, ISO 22000 & HACCP from December 2008 to September 2015. (Lead Auditor Registration SAP No. 9003993 for TÜV-CERT, Germany)

Achievements and accomplishments:

1. Conducted more than 400-man days of the audit in various standards like ISO 9001, HACCP, ISO 22000 & OHSAS 18001:2007 in more than 100 organizations.
2. Trained around 1500 people including management in various standards like ISO 9001, HACCP, ISO 22000 & OHSAS 18001:2007.
3. Successfully developed management systems for more than 50 organizations for Quality Management System, Food Safety Management System & Occupational Health & Safety System.

Key Responsibility Areas: -

1. Conducting Independent Audit as per ISO 9001, FEFCO-GMP, ISO 22000 & HACCP.
2. Deliver Training and Consultancy to factories and companies for establishing Quality Management Systems complying with ISO 9001 standards requirements and for establishing Occupational Health & Safety Management System as per OHSAS 18001.
3. Provide Training and Consultancy to Food Processing and Handling sector in establishing a "Food Safety Management" system based on ISO 22000 & "Hazard Analysis Critical Control Points" (HACCP).
4. Expertise in Developing, Training, Motivating, and supporting the implementation of an effective Quality Management System, Occupational Health & Safety System and performance driven program in Food, Construction, Oil & Petroleum & Engineering Industries

5. Worked in Arabian Food Supplies - Mohammed Yusuf Naghi Group)- Saudi Arabia as Quality Assurance Supervisor (Nov.2007 to Dec. 2008.)

Key Responsibility Areas: -

1. To conduct audits of Catering premises and other establishments (suppliers) and auditing their safety procedures in terms of QMS & HACCP Guidelines, International Food Safety Guideline, Saudi Armco Sanitary Code and Saudi Arabian Standard Organization's (SASO) legislation.
2. To investigate complaints and implement appropriate action
3. To communicate and liaise effectively verbally and written with various internal and external bodies.
4. To organize training to all staff at various levels on QMS & food hygiene and safety.

Experience in India: - (06+ Years)

1. **Worked at Hind Agro Industries Limited –New Delhi-India as Senior Officer Quality Assurance (Feb. 2003 to Oct. 2007).**

Achievements and accomplishments: - Achieved ISO 9001, SQF & HACCP certifications successfully for the company & implemented the requirement in the company.

Key Responsibility Areas: -

As Management Representative for ISO 9001 & HACCP

- Assisted Hind Agro Industries Limited in various External 3rd Party Quality & Food Safety Audits conducted by SGS India and Bureau of Indian Standards for ISO 9001 & HACCP & SQF 2000 certification
 - Planned & Managed Internal & External Audits.
 - Ensuring awareness among staff about GMP/GHP, ISO 9001 and HACCP.
2. Worked at 3M India Limited as Marketing Executive (Jan. 2002 to Jan. 2003)
 3. Worked at I.B.M. ACE as Marketing Executive (July 2001 to Oct. 2001).

EDUCATION:

Course	Years	University/Institute
M.B.A.	1999-2001	C.C.S University, India
B.COM (Honors)	1995- 1998	Aligarh Muslim University, India

PROFESSIONAL COURSES:

- Lean Six Sigma Certified White Belt Conducted by Management & Strategy Institute Certificate # 56600932 dated 10th August 2020.
- Manual Handling Operations Awareness Course-Conducted by International Association for Chemical Safety-Certificate # 18410338 dated 21st May 2020.
- Organization Excellence Beyond Quality Management-LEORON- 12th May 2020.
- Attended ISO 9001:2015 Awareness Training -Distance Learning-Conducted by FAHSS/TUV-NORD Saudi Arabia-24th March 2020 Certificate # QMS/AWA/P/1518/2020/01.
- Electrical Safety Awareness -Conducted by International Association for Chemical Safety-Certificate # 16241675 dated 12th April 2020.
- Personal Protective Equipment Awareness Course-Conducted by International Association for Chemical Safety-Certificate # 16241250 dated 12th April 2020.
- Attended & passed **IRCA Lead Auditor course ISO 45001:2018** conducted by DNV-GL in New Delhi-India from 23rd-27th July 2018. Certificate # 44736-CQI-IRCA Delegate ID: 117437 dated 04th September 2018.
- **NEBOSH-International General Certificate in Occupational Health & Safety**-conducted by ASTUTIS-UAE in Abu Dhabi from 07th _18th May 2017. Certificate # 00388103/905572.SQA Ref: R36804. Dated 14th August 2017. (IGC1, GC2 & GC3).
- Appeared & Passed **the IRCA Lead Auditor course as per OHSAS 18001:2005** conducted by FAHSS/TUV-NORD Saudi Arabia in Dammam from 25-29th July 2011.
- **IRCA Lead Auditor course as per ISO 22000:2005** conducted by Lloyds Register- India in Mumbai from 21-25th February 2011.
- Auditors Training on FEFCO-GMP conducted by FAHSS/TUV-NORD Saudi Arabia in Bahrain from 29th -30th June 2010.
- **Advanced EMS ISO 14001 Lead Auditor Course IEMA Approved** (Certificate Number SGS/SSCE/EMSLAC/506768/P/7565) Held at SGS India Pvt. Ltd. On 01-05 May 2006.

- HACCP Lead Auditor Training Course (Certification Number: FOOD/SGS/HACCP/LACL1-2005/01) conducted by SGS India Private Limited from 12-14 September 2005 at Ludhiana.
- SQF Systems (Auditing) Course from SQF Institute a division of the Food Marketing Institute (Certificate Number: 6409) Dated: 17September 2005
- Diploma in Quality Assurance with 1st Division from IIMT, Chennai, February 2005
- Certified **QMS Lead Auditor Course with distinction – as per ISO 9000 series of standards**". Approved by NRPBT India and IRCA, U.K. in January 2005.

SEMINARS & TRAINING PROGRAMMES:

- American Heart Association-Heart saver First Aid CPR AED course Conducted by Batterjee Education and Training Academy-Jeddah on 18th Feb. 2018 Certificate # edc6ff5d50de.
- ISO 22000 Awareness Training in August 2010 conducted by FAHSS/TUV-NORD Saudi Arabia.
- Training on Health & Safety in March. 2009 conducted by FAHSS/TUV-NORD Saudi Arabia.
- ISO 9001:2008 Awareness Training in Feb. 2009 conducted by FAHSS/TUV-NORD Saudi Arabia.
- Advanced HACCP (Food Hygiene Training Level III) in Feb. 2009 conducted by FAHSS/TUV-NORD Saudi Arabia.
- Training and Group Discussion on ISO 9001:2008 in FAHSS/TUV-NORD Saudi Arabia
- HACCP Awareness Training Program in Dec. 2008 conducted by FAHSS/TUV-NORD Saudi Arabia.