CAREER PROFILE



Khan Sulaiman

Liwa sultanate of Oman.

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1. [Khan.sulemaan@gmail.com](mailto:Khan.sulemaan@gmail.com)

**PROFESSIONAL SUMMARY**

I am a Diploma in mechanical engineering as well as Certified NEBOSH (International General Certificate in Occupational safety & health UK) Professional, Certified OSHAD ABUDHABI, Certified OSHA professional in Construction safety & Health standards & Certified Civil Defense member in Fire Fighting, Emergency Rescue, and First Aid from Emirates Civil Defense Dubai, UAE and Certified First Aider from Orient MCT. Received Certificate of Appreciation for Critical Behavior program from Aratec construction LLC UAE. Having **08 years** of professional experience and expertise in handling efficiently and successfully various prominent projects in the Middle East and India in different roles including active implementation of all HSE procedures at various levels. I played vital roles in the field of **HSE Management** for significant projects. Including West Yas 1017 Villas, Modon show village (ABUDHABI) Projects and currently working in Dubai Properties Villa Nova 1388,322 Villas construction project in Dubai.

Previously, worked as a Safety Officer in FUJSENG construction LLC UAE. Prior to FUJSENG CONSTUCTION, I worked in DODSAL ENGINEERING as Safety Officer in HMT oil and gas project in Abu Dhabi, Prior to DODSAL ENGINEERING I worked as a safety officer in Larsen and Turbo LTD in power plant, cement plant construction and metro rail project to Major accomplishments in this role includes leading and managing the contractor’s side HSE team to deliver the project with specified HSE standard as demanded by the client.

**AREAS OF EXPERTISE**

• Risk management • HSE regulations and laws • Health & Safety Audits

• Accident & Incident Investigation • Safety Management systems • HSE roles



**QUALIFICATIONS**

Completed Diploma in Mechanical 2005 to 2008(IIET) Hyderabad Andhra Pradesh INDIA

Completed S.S.C with 60 % from central board of India.

Fire & Safety Diploma GULF INSTITUTE Hyderabad

NEBOSH-IGC (National Examination board in Occupational Safety and Health), UK

IOSH-(institute of occupational safety and health), UK

OSHA-(Occupational Safety and Health Administration) USA

Fire Fighting and Civil Defense Member–Emirates Civil Defense UAE, Expired certification

Certified First Aider-Orient Management Consulting & Training Dubai. Expired certification

OSHAD Certified (Abu Dhabi)

CAREER PROFILE



**GULF AND OTHER COUNTRY EXPERIENCE**

Total – 5+ yrs. (Dubai (UAE) – 3.5 Years (India).



**PROFESSIONAL TRAININGS**

* First Aid Course Expired certification
* Hazard communication
* Fire Fighting Course
* International Association of Safety Professionals-IASP
* COSHH, Environmental awareness and risk assessment
* Prevention of accident

**PROFESSIONAL EXPERIENCE AND SIGNIFICANT ACHIEVEMENTS**

**HSE Officer OCT 2021 – Till Now**

**Abu Hatim Co.LLC**

Working in the construction of schools in new residential area. Liwa Sultane of Oman comprising of G+1 primary school 2Nos, G+2 Intermediate School 02 No’s and G+1 Higher Education school- 01Nos as Minister of Housing being client and AAW as the consultant.

* Preparation of weekly, monthly safety reports.
* Worked closely with project manager and subcontractors to ensure site safety standards.
* Conduct and Supervise Safety meeting for staff and tool box talk for workers.
* Delivered safety Induction training, Tool Box Talk, Firefighting training to the new workers.
* Preparation of weekly, monthly safety reports of client and company as per HSE Plan.
* Conducted on- site safety observations and inspection and report to construction team for corrective action and closeout.
* Accident investigation carried and reporting to HSE manger.
* Conducted in-house training sessions on site that included hazard assessments and orientations.
* Conduct weekly and monthly inspection as the HSE plan.
* Raise materials requisition as per required requirement of site PPE`s and first aid materials.
* Maintained all HSE documentation hard copy`s and Soft copy`s for audit purpose and referral purpose.



**HSE Inspector/Officer** ***Oct 2017 – Nov 2020***

**Arabtec Construction LLC Dubai, UAE**

Worked in the construction of 1017 Villas project in west yas ABU DHABI comprising of G+2 high end luxurious VIP Villas as Al-dar being the Client and KBR as the Consultant, worked in the construction of show village khalifa city ABU DHABI villas as modon properties being client and KEO international as consultant and currently working in the construction of 2200 Luxurious Villas at Villa Nova with Dubai Property as Client and Atkins as the Consultant.

* Worked closely with construction manager and subcontractors to ensure site safety standards.
* Carried out routine monitoring of the construction site to ensure safety measures are in place.
* Coordinated meetings on safety measures and conducted worksite inspections.
* Conducted in-house training sessions on site that included hazard assessments and orientations.
* Conducted on- site safety observations on a regular basis and report management.
* Supervised site safety performances and prepared reports.
* Monitor work permit system, check work in progress and work permits to ensure proper filling up and closing of permits.
* Ensured that Safe Working Practices were adopted for the following activities:
* Erection of columns, Equipment erections, excavations, underground working, working at height, scaffolding, concrete pouring, spray painting, welding, gas cutting, grinding, Confined Space entry, electrical safety, fork lift / Bobcat operations, manual handling, hot works, Heat stress management, Noise etc.
* Educate employees and implement Company Safety Policy on sites.
* Conduct Safety meeting for staff and tool box talk for workers.
* Undertaking regular inspections of site, plant and machinery.
* Monitor the effectiveness of existing safety standards.
* Accident investigation and reporting to higher managements.
* Inspect regularly all safety equipment for good operation condition.
* Preparation of weekly, monthly safety reports.
* Health and hygiene of all employees such as washing / drinking and toilet facilities.

**HSE Supervisor** ***July 2015 –Oct 2017***

**Fujseng construction LLC (UAE)**

Worked in the construction

PROJECT: G+9, G+9 and G+ 10 TYPICAL FLOOR BUILDINGS AT AL NAHDA DUBAI

PROJECT; G+15 TYPICAL FLOOR AL FARDAN TOWER FUJAIRAH

PROJECT: G+P6+OF3+TYPICAL FLOOR 21 AT FUJAIRAH INVESTMENT TOWER

* Delivered safety Induction training, Tool Box Talk, Firefighting training to the new workers.
* Monitored strict compliance of “Permit to Work” system at worksite & explain the importance of the same to the workers.
* Maintenance and handling of heavy equipment’s.
* Responsibilities of works and maintenance of fire equipment’s.
* Enforce a “No Smoking” policy throughout the duration of the project.
* Identify related hazard and preventing measures as per client safety procedures.
* Conduct safety exercises, muster and drills.
* Report unsafe acts and conditions, and initiate corrective actions.
* Scaffolding safe procedure, avoid falls from heights
* Standard occupational hazards, including accident analysis and prevention techniques.
* Safe Operation of Hand and Power Tools.

**HSE Officer** ***Aug 2014 –June 2015***

**Thermo system INDIA LTD. Nellore INDIA**

Worked in the Construction Project of power plant.

* Provide orientation for new hire and arrange internal safety training for all personnel.
* Act in an advisory capacity to the management, supervision, and the workforce on all safety matters.
* Carry out investigations on accidents and near misses and prepare reports.
* Evaluate the needs for the safety equipment, PPE, first aid, fire protection, hygiene and sanitation
* Ensure that all areas meet the minimum safety standards.
* Maintain safety promotional activities, such as displaying a positive attitude, safety posters, safety signs, banners and publication of safety letters etc.
* Perform regular inspection (i.e. daily or weekly basis) to make sure that all safety measures.
* Maintained the Departmental Safety Bulletin Board.
* Conduct regular safety tool box talks and weekly safety meetings.

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|  | **HSE Officer** | ***April 2014 – July 2014*** |
|  | **DODSAL ENGINEERING CONSTUCTION LLC. (UAE)** |  |
|  |  |  |

PROJECT :( H.M.T) HABSHAN, MAQTA AND TAWEELA oil, gas & pipe line and sub stations at ABU DHABI.

CLIENT: HMT PROJECT (GASCO).

* Conduct pre-job safety orientations with all workers to assure that all safety and health rules, regulations, policies and procedures are understood.
* Review rules of the job or conditions change or when individual workers show a specific need.
* Train all employees on the hazardous chemicals or conditions they may encounter under normal working conditions or during an emergency situation.
* Identify and eliminate job hazards quickly through daily walk-around self-safety inspections.
* Use and proper care of all needed protective equipment.
* Train employees (new and experienced) in the safe and efficient methods of accomplishing each job or task as necessary.
* Review injury trends and establish prevention measures.
* Work permit issuance.
* Attend safety meetings and actively participate in the proceedings.

**Safety Officer**  ***Feb 2012 – June 2014***

**LARSEN & TROUBRO LTD**

PROJECT: ULTRA TECH CEMENT PLANT AT GULBARGHA,

H.M.T HYDERABAD METRO RAIL PROJECT.

CLIENT: DOU POUNT AND CENTRAL GOVERNMENT OF INDIA.

* Inspect the site to ensure a hazard-free environment.
* Verifying all the tools and equipment are adequate and safe for use.
* Promoting safe practices at the job site.
* Train and carry out drills and exercises on how to manage emergency situations.
* Conducting investigations of all accidents and near-misses.
* Reports to concerned authorities as requested or mandated by regulations.
* Facilitated site health and safety meetings
* Identification of the hazards and risks relevant to the construction project through regular coordinated site inspections.
* Watches out for the safety of all workers and works to protect them from entering hazardous situations.

PERSONAL PROFILE



Name : Khan Sulaiman

Fathers Name : Moulana khan

Date of Birth : 17-12-1989

Nationality : India

Language Known : English, Hindi & Telugu.

Passport No. : V2806516

Date of Issue : 24-08-2021

Date of Expiry : 03-08-2031

Driving License : UAE 29.04.2021. Expired license

DECLARATION

**I hereby declare that the above said information is true to the best of my knowledge.**

Date:

Place:

(SULAIMAN KHAN)