
OBJECTIVE

- A highly motivated individual seeking a Safety Engineer position, to apply my communication and organizational skills to provide a safe workplace for all employees based on dedicated work experience that will contribute to the success of your organization.

EDUCATION

- **Bachelor's degree in safety, Indiana State University** (Indiana, USA) December 2019
- **Associate degree in Marketing, Jubail Industrial College** (Jubail, Eastern Region, KSA) December 2010

PROFESSIONAL KNOWLEDGE & SKILLS

- Ability to work well with others and provide excellent communication skills.
- Work under pressure in a busy environment and resolve conflicts effectively.
- Interpersonal and strong adapting skill.
- Strong communication skills.
- Proficient in Microsoft Office Word, PowerPoint, Excel.

EMPLOYMENT EXPERIENCE

- **Safety Officer** (Ras Tanura- Eastern Province, KSA) March 2021- Present
Abdul Wahab Mansour AL Moallam Sons Co. (Aramco)
 - Provide appropriate tools, PPE and training for employees.
 - Investigate any injuries or other incident to identify the hazards to prevent any hazard occur in the future.
 - Site inspection and ensure all employee's do their work in safe and proper way.
 - Conducting safety meeting, toolbox.
 - Controlling activities to prevent risk by using job safety analysis and risk assessment.
 - Support employees to follow safety regulations in workplace.
- **HR Specialist** (Dammam- Eastern Province, KSA) February 2014 – December 2014
AL-Qahtani Pipe Coating Industries
 - Handling all paperwork for General Organization for Social Insurance (GOSI) and Human Resources Development Fund (HRDF).
 - Report occupational injuries and illnesses.
- **HR Coordinator** (Al Khobar – Eastern Province, KSA) February 2012 – January 2014
Rashed AL-Rashed Group (Goodyear division and SASCOM)
 - Handling all HR coordination.
 - Handling employees' passports and resident identity (Iqama).
- **Receptionist** (Al Jubail, Eastern Region, KSA) July 2011 –February 2012
Al-Muzain Contracting Co.
 - Acquired high level of communication skills and learned quickly assess and expedite customer needs.
- **CO-OP Training** (Eastern Region, KSA) March 2010 – July 2010
Saudi Telecom communication Co. (STC)
 - Provided a high-level customer service and client relations based on outstanding communication and interpersonal skills.

CERTIFICATIONS

- OSHA 10-Hours General Industry Safety and Health.
- OSHA 30-Hours General Industry Safety and Health.
- 40-Hours in HAZWOPER Training.
- 4-Hours in Introduction to Occupational Safety and Health.
- 24-Hours in Advanced Microsoft Excel 2019/Office 365.
- 24-Hours in Handling Medical Emergencies.
- Economic feasibility study for investment projects.
- Occupation Safety and Health level 2 (professional).
- Saudi Aramco HSE Approval.
- 2-Hours in Scaffold Safety.
- 7-Hours in Forklift Safety.
- 7-Hours in Powered Industrial Truck Safety.
- 8-Hours in Oil and Gas Safety Management.
- 6-Hours in Fire Prevention Plans.
- ANSI Z87.1+2010 Safety Eyewear Training.