

# CURRICULUM VITE

**Syed Noman**

**E-mail: syednoman892120@gmail.com**

**Contact – 0091-8790892120.**

**Experience: 3 years.**

## CAREER OBJECTIVE:

Intend to build a career with leading corporate of hi-tech environment with committed & dedicated people, which will help me to explore myself fully and realize my potential. Willing to work as a key player in challenging and creative environment.

## Education profile

SSC From board **of secondary education**, in telangana. India.

Board of Intermediate Hyderabad, India.

Diploma in fire and safety DEC 2018 **government of telanagan** Hyderabad India

## TECHNICAL DETAILS:

- DCA Diploma in computer Applications.
- MS-OFFICE : MS Word, MS Excel, MS Power point,
- Operating system : Windows XP, Windows 7, Windows 8,
- Installing, Formatting & Partitioning the operating System & Internet Browsing.

## Professional Certification:

Diploma in Fire & Safety

Professional Certificate Course in **Construction Safety.**

Professional Certificate Course in **OIL & GAS Safety.**

Professional Certificate Course in **Basic Fire Fighting.**

## WORK EXPERIENCE:

**Organization** : SA.ASSOCIATE.

**Designation** : Safety Officer

**Work period** : 2019 to till date

**Duration** : 3 years.

## Job Responsibilities:

- Conduct daily environmental and safety audits
- Inspect and examine all health and safety related complaints, workplace accidents, outbreaks of diseases, the spill of hazardous toxins or poison.
- Search for physical, biological, and chemical workplace hazards

- Investigate the construction site to ascertain equipment, production, and material processes do not pose a safety or health hazard to employees, work guests, and the general public.
- Create, evaluate, and implement health and safety programs and strategies.
- Work closely with the Occupational Safety and Health Administration (OSHA)
- Write daily safety and health reports or injury logs and ensure they are completed and submitted to relevant government agencies.
- Train and advice employers and all relevant stakeholders on issues of workplace safety and environmental protection
- Creating different frameworks that will reduce accidents and improve workplace safety
- Verify the adequacy and safety of all work proposed tools and equipment
- Coordinate with Work Safe BC regarding site specific injury management
- Support the enforcement of safety processes, practices and safety management plans
- Review and approve all subcontractors' safety plans.

### **Skills:**

- ❖ Good communication, planning and organization skills.
- ❖ Self-motivator and the ability to motivate others
- ❖ Able to work on your own initiative as well as being a team player.
- ❖ A keen communicator with problem solving, analytical skills.
- ❖ Expertise in planning, executing and spearheading construction projects involving method engineering.

### **Personnel Information**

<b>Name</b>	: Syed Noman
<b>Father Name</b>	: Syed Arif
<b>Status</b>	: Unmarried
<b>Technical Education</b>	: Intermediate Diploma in Safety.
<b>Nationality</b>	: Indian
<b>Religion</b>	: Islam.
<b>Date of Birth</b>	: 01-10-2000
<b>Languages Known</b>	: English, Urdu, Hindi, and Telugu.
<b>Pass Port Details</b>	: U5661044
<b>Date of Issue</b>	: 15-06-2020
<b>Date of Expiry</b>	: 14-06-2030
<b>Address</b>	: Kondur, Nizamabad, Telangana.

5948

# Board of Secondary Education TELANGANA STATE, INDIA

TS-BB 160516



## SECONDARY SCHOOL CERTIFICATE

REGULAR PC/29/28739/0160913/7

Aadhaar No. 469984573952

**CERTIFIED THAT** : SYED NOMAN  
**FATHER'S NAME** : SYED ARIF  
**MOTHER'S NAME** : WAJIDA BEGUM  
**ROLL NO.** : 1629100112  
**DATE OF BIRTH** : 10/01/2000 ( ONE ZERO JANUARY TWO ZERO ZERO ZERO )  
**SCHOOL** : WOOD BRIDGE INTERNATIONAL SCHOOL, NIZAMABAD, NIZAMABAD  
**MEDIUM** : ENGLISH  
 Has appeared and **PASSED SSC EXAMINATION held in** MARCH-2016

### THE CANDIDATE SECURED THE FOLLOWING GRADE AND GRADE POINTS IN CURRICULAR AREAS :

SUBJECT	GRADE FA	GRADE SA	OVERALL GRADE	GRADE POINT
FIRST LANGUAGE : ( HINDI )	A1	B2	B1	08
THIRD LANGUAGE : ENGLISH	A1	B2	B1	08
MATHEMATICS :	A1	B2	B1	08
SCIENCE	A1	C1	B2	07
SOCIAL STUDIES :	A1	B2	B2	07
SECOND LANGUAGE: ( TELUGU )	A1	B1	A2	09

Cumulative Grade Point Average (CGPA) : **7.8**

### CO-CURRICULAR AREAS :

SUBJECT	GRADE	SUBJECT	GRADE
VALUE EDUCATION & LIFE SKILLS	A+	WORK & COMPUTER EDUCATION	A+
ART & CULTURAL EDUCATION	A+	PHYSICAL & HEALTH EDUCATION	A+

**Marks of Identification :** 1. A MOLE ON THE UPPER LIP  
 2. NIL

Head of Institution  
with School Stamp

*Redhina*  
 Head Mistress  
 Woodbridge International School  
 NBI Colony, Nizamabad

*Secretary*  
 SECRETARY  
 BOARD OF SECONDARY EDUCATION



SI.No. D337082



45/45204/D337082



# Telangana State Board of Intermediate Education

Vidya Bhavan, Nampally, Hyderabad - 500 001



## INTERMEDIATE PASS CERTIFICATE-CUM-MEMORANDUM OF MARKS

This is to certify that **SYED NOMAN**

Father's Name : **SYED ARIF**

Mother's Name : **WAJIDA BEGUM**

bearing

Registered No. **1845222833**

has appeared for the Intermediate Public Examination held

in **MAY-2018** and passed in **COMPARTMENTALLY**

with **ENGLISH** as the medium of instruction.

The subjects in which **he** was examined and the marks awarded are as follows :

Subject	I Year		II Year	
	Maximum Marks	Marks Secured	Maximum Marks	Marks Secured
Part - I : ENGLISH	100	060*	100	056*
Part - II : ARABIC	100	060*	100	080*
Part - III : Optional Subjects				
MATHEMATICS - A	075	027*	075	049*
MATHEMATICS - B	075	027*	075	046
PHYSICS	060	029*	060	050*
CHEMISTRY	060	028*	060	048*
PHYSICS PRACTICAL			030	025*
CHEMISTRY PRACTICAL			030	025*
ENVIRONMENTAL EDUCATION ETHICS AND HUMAN VALUES				
			Q U A L I F I E D	
			Q U A L I F I E D	

Total Marks  
In Figures

610 → **610**

In words

\*SIX\*ONE\*ZERO\*

Date

08-06-2018



*[Signature]*



*[Signature]*



This is a certificate awarded to

**SYED NOMAN**

on successfully completing

**Managing Safely**

a course approved and validated by the

**Institution of Occupational Safety and Health**

in association with

**Akbar HSE Training & Consulting**

Signed on behalf of IOSH

A handwritten signature in black ink that reads "David Messenger".

Chief Executive

A handwritten signature in black ink that reads "Akbar Ziauddin".

Course Organiser





nebosh

# NEBOSH Award in Health and Safety at Work

This is to certify that

**Syed Noman**

was awarded this qualification on

11 March 2021

Les Philpott  
Chair

Dee Arp  
Accountable Officer

Master log certificate No: 00580406/1212387

SQA Ref: R204 04



**OSHA** Occupational  
Safety and Health  
Administration

30-600232884

This card acknowledges that the recipient has successfully completed a  
30-hour Occupational Safety and Health Training Course in  
**GENERAL INDUSTRY SAFETY AND HEALTH**

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**SYED NOMAN**

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**Abdul Basith (A-0024321)**  
(Trainer name - print or type)

**20-02-2021**  
Course End Date

OSHA Council recommends Outreach Training Courses as an orientation to occupational safety and health for workers. Participation is voluntary. Participants must receive additional training on specific hazards of the workplace. The validity of this card does not expire for members.



AUTHORIZED CENTRE  
OTC # 10311

Use or distribution of this card for fraudulent purposes, including false claim of having received training, may result in potential penalties and debarment from participation in any of the OSHA Council training programs.

For OSHA Council Outreach Training program, please visit [www.oshacouncil.org](http://www.oshacouncil.org)





# Eastern Technologies

## Institute of Fire & Safety Management

# Certificate

This is to certify that

**SYED NOMAN**



Successfully completed

**Diploma in Fire and Safety**

With Grade "A"

From: 01 December 2017 to 30 November 2018

**Certificate No. ETECH-DIFS-18NZZB-0387**

For and on behalf of Eastern Technologies

**Shafeeq Ahmed**  
Executive Director



Date of Issued: 20 Dec 2018



Regd. No. 170/14 (Government of Telangana, India)



**Cert # :** ETECH-DIFS-18NZB-0387

**EASTERN TECHNOLOGIES**  
Institute of Fire and Safety Management  
NIZAMABAD TELANGANA-503001



**DIPLOMA IN FIRE AND SAFETY**

Name of the candidate: SYED NOMAN

Course Duration	Subject code	Module	Grade Points	Grade	Result
December 2017 TO November 2018	01	INTRODUCTION	9.2	A+	PASS
	02	DUTY OF CARE	8.3	A	PASS
	03	HAZARD MANAGEMENT	7.2	A	PASS
	04	SAFE MANAGEMENT SYSTEM	9.2	A+	PASS
	05	HAZARDOUS SUBSTANCES	7.1	A	PASS
	06	PPE	9.3	A+	PASS
	07	HEAT STRESS/EXHAUSTION	7.2	A	PASS
	08	SAFE USE OF PLANT & EQUIPMENT	9.3	A+	PASS
	09	SAFETY SIGNS	8.2	A	PASS
	10	ACCIDENT & INCIDENT REPORTING	7.5	A	PASS
	11	BASIC FIRE FIGHTING	9.2	A+	PASS
	12	EMERGENCY & EVACUATION	7.2	A	PASS



# Eastern Technologies

## Institute of Fire & Safety Management

# Certificate

This is to certify that

**SYED NOMAN**

Successfully completed

**Professional certificate course in Construction Safety**

On 04 To 06 December 2018 (30Hrs Workshop Based Training)

*Your success is our concern*

**Certificate No. ETECH-18NZZB-PCCS-0334**

For and on behalf of Eastern Technologies

*Eastern Technologies*

*Shafeeq Ahmed*

Shafeeq Ahmed  
Executive Director



Date of Issued: 20 Dec 2018

Regd. No. 170/14 (Government of Telangana, India)



*Your success is our concern*

# Eastern Technologies

## Institute of Fire & Safety Management

# Certificate

This is to certify that

**SYED NOMAN**

Successfully completed

**Professional certificate course in Basic Fire Fighting**

On 01 to 03 December 2018 (30Hrs Workshop Based Training)

*Your success is our concern*

**Certificate No. ETECH-18NZZB-PCBFF-0329**

For and on behalf of Eastern Technologies

  
Shafeeq Ahmed  
Executive Director



Date of Issued: 20 Dec 2018

Regd. No. 170/14 (Government of Telangana, India)



# Eastern Technologies

## Institute of Fire & Safety Management

# Certificate

This is to certify that

**SYED NOMAN**

Successfully completed

**Professional certificate course in Oil & Gas Safety**

On 07 To 09 December 2018 (30Hrs Workshop Based Training)

*Your success is our concern*

**Certificate No. ETECH-18NZZ-PCOGS-0322**

For and on behalf of Eastern Technologies



Shafeeq Ahmed  
Executive Director



Date of Issued: 20 Dec 2018

Regd. No. 170/14 (Government of Telangana, India)









Ministry of Health & Family Welfare  
Government of India

## Certificate for COVID-19 Vaccination

Issued in India by Ministry of Health & Family Welfare, Govt. of India

Certificate ID 36639388227

### Beneficiary Details

Beneficiary Name / లభిదారుని పేరు	<b>Syed Noman</b>
Age / వయస్సు	<b>21</b>
Gender / లింగం	<b>Male</b>
ID Verified / ఐడి ధృవీకరించబడింది	<b>Passport # U5661044</b>
Unique Health ID (UHID)	
Beneficiary Reference ID	<b>32600151829905</b>
Vaccination Status / టీకా స్థితి	<b>Fully Vaccinated (2 Doses)</b>

### Vaccination Details

Vaccine Name / టీకా పేరు	<b>COVISHIELD</b>	
Vaccine Type / టీకా రకం	<b>COVID-19 vaccine, non-replicating viral vector</b>	
Manufacturer / తయారీదారు	<b>Serum Institute of India Pvt. Ltd.</b>	
Dose Number / మోతాదు సంఖ్య	<b>1/2</b>	<b>2/2</b>
Date of Dose / మోతాదు తేదీ	<b>09 Sep 2021</b>	<b>22 Dec 2021</b>
Batch Number / బ్యాచ్ నంబరు	<b>4121MC075</b>	<b>4121MC147</b>
Vaccinated By / టీకాలు వేయించినవారు	<b>B Anasuya</b>	
Vaccination At / టీకాలు వేసిన చోటు	<b>Ward 45 Vinayaknagar, Nizamabad, Telangana</b>	



“టీకాతో పాటు పత్యం  
కూడా చెయ్యాలి

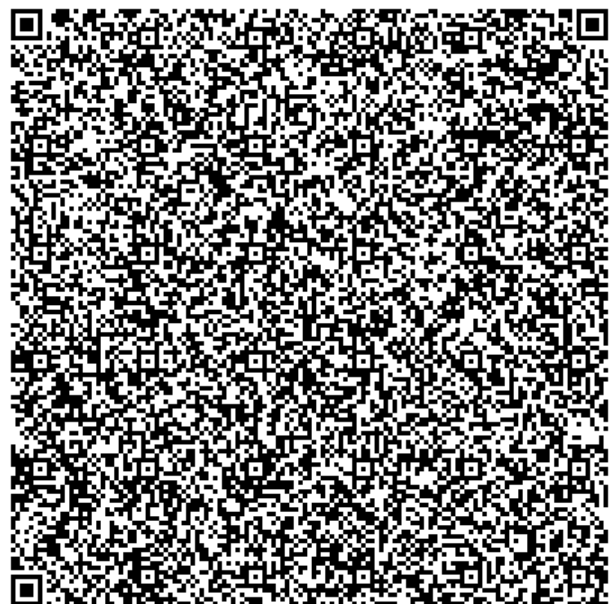
Together, India will defeat  
COVID-19”

- ప్రధానమంత్రి నరేంద్ర మోదీ

In case of any adverse events, kindly contact the nearest Public Health Center/  
Healthcare Worker/District Immunization Officer/State Helpline No. 1075

ఏదైనా ప్రతికూల సంఘటనలు జరిగితే, దయచేసి సమీప ప్రజారోగ్య కేంద్రం / హెల్త్ కేర్ వర్కర్ /  
జిల్లా ఇమ్మునైజేషన్ ఆఫీసర్కు సంప్రదించండి / రాష్ట్ర హెల్ప్ లైన్ నెం. 1075

**COWIN**  
Winning Over COVID



This certificate can be verified by scanning the QR code at  
<http://verify.cowin.gov.in>





# Vijetha Construction Ltd.

*Secure your Future ...*

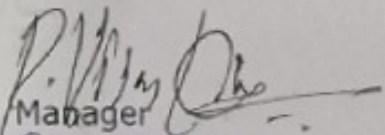
Date:

## EXPERIENCE CERTIFICATE

This is to certify that Mr. **Syed Noman**  
S/o. **Syed Arif** R/o. Nizamabad, has been worked as a  
"**Safety Supervisor**" in our Firm from Jan. 2019 to tilldate.

During this period we found his good at work. He has an honest nature, good communication skills and efficient in performing his duties.

During this tenure of service, he was obedient and his character was found to be good.



Manager

Vijetha Construction Ltd.  
Tarnaka Road, Secunderabad-04

(STRICTLY PRIVATE & CONFIDENTIAL)

Date: 24/01/2022.

To,

Emp Name: Syed Noman

Emp ID : 00557

**APPOINTMENT LETTER**

Dear Mr/Mrs. Syed Noman

With reference to your application and the subsequent interview you had with us, we are pleased to inform you that you have been appointed as **Safety Officer** in our organization based at Hyderabad with effect from 24 Jan, 2022 as per the terms and conditions mentioned below.

You will receive compensation of INR. INR 1,50,927.00 ( One Lakh Fifty Thousand Nine Hundred and Twenty Seven INR ) per annum as outlined in the Annexure - I. Income Tax or any other statutory deductions will be done at source.

**Office Hours:**

Office hours are 09.30am to 6.30pm form Monday to Saturday

Owing to the nature of your job, you are expected to work outside these hours and days without further compensation, when required by the workload or demands of the job and exigencies of the office.

**Lunch Hour:**

The Lunch hour observed by the Company is normally from 1.00pm to 2.00pm

**Leaves:**

As per company leave policy

**Group Insurance:**

The company currently provides accident insurance benefits for permanent employees who are not covered under ESI, payable in accordance with the provision of the Group Personal accident insurance scheme. The Company may terminate or change the insurance scheme at any time at its discretion.

**Provident Fund:**

In accordance with India Legislation, the Company is registered with Provident Fund scheme administered by the Government of India to which you and the Company are legally liable to contribute an equal percentage of 12% of your basic salary at present or not exceeding Rs.15000/- as basic salary

**Confidentiality:**

In the ordinary course of your employment you will be exposed to information about the business affair, finance or trade connection to the Company, other member of INFINITI BUILDING SOLUTIONS (P) LTD, and their Directors and clients which is confidential or is commercially sensitive and which may not be readily available to competitors or the general public and which if disclosed could cause significant harm to the Company, the members of INFINITI BUILDING SOLUTIONS (P) LTD or the clients of the Company or such members.

Consequently, you must not, whether during or after your employment, except as require by Law as authorized or required by your duties as an employee of the Company, disclose or divulge (whether deliberately or through lack of care or diligence) to any person, firm, company or organization or otherwise make use of any of the trade secrets, proprietary information, secrets or confidential operation, process or business methods or any information (other than that within the public domain) concerning

