

# KHAWAR KHAN

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## SUMMARY:

NEBOSH-certified Health, Safety, and Environment (HSE) professional with over 10 years of experience in the Construction and Mining sectors. Currently serving as HSEQ Supervisor at Jac Rijk Al-Rushaid, a contractor for Ma'aden at Mansourah Massarah Gold Mine with a deep understanding of Ma'aden's MSHEM system and mining Standard Operating Procedures (SOPs). Proficient in preparing comprehensive reports, delivering safety training presentations, and leading incident investigations to ensure compliance with industry's best practices and regulatory standards. Known for my ability to identify hazards, implement effective safety controls, and foster a culture of continuous improvement in safety performance. Fluent in English, Arabic, and Urdu, with strong communication and team leadership skills. Seeking to bring my extensive knowledge of Ma'aden's safety frameworks and proven track record in HSE excellence to a Safety Superintendent or Supervisor role.

## WORK HISTORY:

### HSEQ Supervisor 09/2018- Current

**Jac Rijk Al-Rushaid Company** – Mansourah Massarah Gold Mine, As Suq Gold Mine & Ad Duwayhi Gold Mine, KSA

- Oversee daily HSE operations at the Mansourah Massarah Gold Mine, ensuring strict compliance with safety, health, environmental, and quality regulations including MSHEM standards across all departments.
- Implemented Ma'aden Safety Security Health and Environment Management (MSHEM) program.
- Lead thorough investigations of incidents, accidents, and near-misses, utilizing root cause analysis techniques such as the 5 Whys and corrective action planning. Prepare comprehensive incident reports and implement preventive measures.
- Conduct regular site inspections and safety audits to identify hazards, non-conformances, and opportunities for improvement. Develop corrective actions and track progress to enhance operational safety.
- Set-up KPIs for safety teams and ensure full compliance.
- Ensure continuous compliance with ISO 45001:2018 Occupational Health and Safety Management System (OHSMS) standards by overseeing all HSE operations and documentation. Maintain a strong track record of successful audits and upholding the company's ISO 45001 accreditation.
- Ensure compliance with Emergency Preparedness and Response Systems. Develop and maintain emergency response plans and conduct regular drills to ensure readiness.
- Develop and deliver comprehensive safety training programs for staff, covering topics such as hazard identification, emergency response, safe operating procedures, and Ma'aden's MSHEM system. Ensure that training meets regulatory requirements and company standards.
- Conduct Critical Controls Verifications, and Lifesaving rules verifications as per client's requirements.
- Maintain the Site's Risk Register, facilitate Risk Assessments and Job Safety Analysis for all high risk activities.
- Assist with Site HSE reviews & audits, training programs, and environmental monitoring/reporting.
- Conduct safety inductions of all VIPs/ official.
- Develop and implement safety policies and procedures tailored to specific project needs and regulatory requirements.
- Coordinate with project managers to integrate safety practices into daily operations and project planning.
- Oversee the maintenance and calibration of safety equipment, ensuring all tools and PPE are in good working condition.
- Collaborate with human resources to develop and deliver employee safety onboarding programs.
- Track and analyze safety performance metrics to identify trends and areas for improvement.
- Manage safety budgets and resources, ensuring efficient allocation for safety programs and initiatives.
- Foster a safety culture through proactive engagement and communication with employees at all levels.

**Safety officer:** 10/2016 - 09/2018

**Mustafa Habib Reda Company** - Ad Duwayhi Gold Mine and Dammam city, Saudi Arabia

- Designed programs to reduce workplace injuries and hazards.
- Regularly inspected facilities to ensure safety compliance.
- Conducted fire drills, accident investigations, and safety training.
- Managed waste and medical treatment programs.
- Developed and maintained safety documentation, including risk assessments and safety procedures.
- Monitored and enforced the proper use of personal protective equipment (PPE).
- Provided daily safety briefings and toolbox talks to ensure awareness of workplace hazards.
- Collaborated with supervisors and managers to implement safety improvements.
- Reviewed and updated emergency response plans and procedures.

**Safety Officer:** 10/2015 - 10/2016

**Hanwha E & C-** Ad Duwayhi Gold Mine, Saudi Arabia

- Conducted site safety inspections, hazard identifications, and risk assessments.
- Prepared daily safety toolbox talk topics.
- Conducted site-specific inductions and managed personal protective equipment.
- Oversaw health procedures and medical treatment programs.
- Implemented and monitored compliance with safety regulations and company policies.
- Facilitated health and safety meetings and safety committee activities.
- Identified training needs and organized relevant safety training sessions.
- Assisted in the development of site emergency evacuation procedures.
- Worked with employees to promote a positive safety culture and encourage proactive safety behaviors.

**Facilitator/ Coordinator:** 12/2014 - 09/2015

**Samaj Sewa Organization (NGO)** - Multan, Pakistan

- Conducted social action plans on health & hygiene.
- Provided training on conflict management, mentoring, and peer education.
- Developed educational materials and conducted workshops to raise community awareness on safety and health issues.
- Organized and facilitated community health and safety events.
- Collaborated with local authorities to implement safety initiatives.
- Provided one-on-one mentoring and support to community members on health and safety practices.

#### **EDUCATION:**

- NEBOSH IGC in Occupational Health and Safety from the National Examination Board in Occupational Safety and Health Registered in England & Wales (08-04-2021)
- 3 Years Associate Degree in Health Safety & Environment Engineering, Chakwal Associates Engineering Technology, Pakistan. 01/2015.
- 3 Years of Associate Degree in Electrical Technology, Punjab Board of Technical Education – Pakistan. 07/2012.
- Qyadati Program, Saudi Arabia Eastern Province Traffic Safety Council Certification (13-12-2020)
- NVQ Level 6 Diploma in Occupational Health and Safety for CMIOSH. (In Progress).

#### **TRAINING & CERTIFICATIONS:**

- Fire Safety Team Leader training from Fire Direct Co. Saudi Arabia (13-01-2023)
- Advanced First Aid training from Saudi Response Plus Medical Services Saudi Arabia (17-12-2022)
- Ma'aden Safety Ambassador Training Development Certificate (20-10-2020)
- Fatality Risk Management/ Critical Controls Verifications training (2020)
- Hazard Identification and Risk Assessment training (2019)
- Ma'aden lifesaving rules training (2019)
- IOSH Working Safely (10-06-2020)
- IOSH Managing Safely (24-06-2020)
- Confined Spaces (25-06-2020)
- Work at Height (14-06-2020)
- Fire Safety (13-06-2020)
- COSHH (15-06-2020)
- H2s-SCBA Safety (15-06-2020)

#### **SKILLS:**

- Leadership and Team Management
- Safety Training and Development
- Safety Policy and Procedure Development
- Audit Management and Compliance
- Safety Culture Promotion
- Emergency Response and Management
- Knowledge of Safety Regulations and Standards