

Muhammad Noman Ali

📍 Riyadh, Saudi Arabia

Iqama # 2575911306

📞 +9660547108854 📩 nomanali9653@gmail.com

Professional Summary

Committed Health and Safety Advisor with strong working knowledge of OSHA regulations and well-developed problem solving and critical thinking skills to monitor and respond to safety and security key performance indicators and needs. Manages multiple complex assignments with direct implications to business. Self-driven and excels autonomously and in teams to develop and implement environment, health and safety solutions to support business assets.

Education

- **Postgraduate Diploma in Mechanical Engineering** 2020-2023
Modern Institute of Science and Technology, Islamabad
- **BBA** 2014-2018
University of Education, Okara
- **Intermediate** 2013
BISE Sahiwal
- **Matric** 2010
BISE Sahiwal

Certifications

- OSH MANAGING SAFETY, IOSH** APRIL 2024
- CPR, AED and First Aid Course (NHCPS)** JUNE 2024
- Construction, Safety and Health** FEB 2024
- CPR, AED and First Aid Course (ASTRON)** MARCH 2025
- FIRE WARDEN TRAINING (ASTRONA)** MARCH 2025
- NEBOSH IGC** JULY 2022

Work Experience

HSE INSPECTOR AT (PLANT & EQUIPMENT DEP) | 2024 - Till Present MODREN BUILDING LEADERS

- ◆ Gathered data, physical samples and photographic evidence of alleged issues.
- ◆ Identified discrepancies between use and management directives by evaluating historical documents and current reports.
- ◆ Prepared correspondence, reports of inspections or investigations and recommendations for action.
- ◆ Completed polished reports outlining findings and corrective action recommendations.
- ◆ Recommended legal or administrative action to protect government property.
- ◆ Skilled at working independently and collaboratively in a team environment.
- ◆ Self-motivated, with a strong sense of personal responsibility.
- ◆ Proven ability to learn quickly and adapt to new situations.
- ◆ Worked well in a team setting, providing support and guidance.
- ◆ Managed time efficiently in order to complete all tasks within deadlines.
- ◆ Excellent communication skills, both verbal and written.
- ◆ Strengthened communication skills through regular interactions with others.
- ◆ Paid attention to detail while completing assignments.
- ◆ Identified issues, analyzed information and provided solutions to problems. Participated in team projects, demonstrating an ability to work collaboratively and effectively.

HSE INSPECTOR AT (PLANT & EQUIPMENT DEP) | 2022-2024

Descon Engineering

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ADMIN OFFICER

Punjab College, Okara | 2019-2021

Efficiently managed office operations and streamlined administrative processes. Coordinated office space allocation and facilities management for optimal efficiency. Proficiently handled communication, correspondence, and professional interactions. Organized and executed company events, meetings, and workshops. Assisted in budgeting, financial reporting, and cost-effective procurement. Ensured compliance with policies, data protection regulations, and safety protocols. Resolved administrative issues promptly and implemented process improvements.

STUDENT ADVISOR

Punjab College, Okara | 2017-2019

Efficiently managed office operations and streamlined administrative processes. Coordinated office space allocation and facilities management for optimal efficiency. Proficiently handled communication, correspondence, and professional interactions. Organized and executed company events, meetings, and workshops. Assisted in budgeting, financial reporting, and cost-effective procurement. Ensured compliance with policies, data protection regulations, and safety protocols. Resolved administrative issues promptly and implemented process improvements.

Hobbies

Playing Cricket, Football, Reading Books, Swimming

Languages

- English
- Urdu
- Punjabi

Additional Information

Date of Birth:	01-JAN-1995
Father's Name:	Muhammad Arshad
Passport Number:	UY1834391
Marital Status:	Married
Nationality:	Pakistani
Reference:	Details Available on Request
Domicile:	Punjab, Pakistan
Iqama:	Transferable