

## CURRICULUM VITAE

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**MUHAMMAD SAJJAD**

**HSE OFFICER**

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**Contact:** +971-563536097

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### OBJECTIVE:

Dedicated HSE Officer with 10 years of extensive experience in health, safety, and environmental management. Proven track record in developing and implementing effective HSE programs, conducting detailed risk assessments, ensuring compliance with regulatory standards, and leading safety training initiatives. Adept at incident investigation and fostering a culture of safety within dynamic and high-risk environments..

### QUALIFICATIONS:

1. Gomal University (M.A in English).
2. Gomal University (B.A in English).
3. NVQ Level 7 Diploma is Pursuing.
4. NEBOSH IGC
5. [OSHAD – Abu Dhabi, U.A.E].
6. IOSH Managing Safely.
7. (Civil Associate Engineering “DAE”) from Fizan Polytechnic College, Technical Board of Peshawar (1 and 2 years completed) KPK, Pakistan.
8. (Land Survey Diploma) from Green Polytechnic College, Technical Board of Peshawar KPK, Pakistan.

### SKILL SET:

- ✓ Conduct In-house Trainings & Toolbox Talk meeting.
- ✓ Accident/Investigation Report making.
- ✓ Prepare Risk Assessment and JSTI.
- ✓ Proactive approach & vision to implement overall safety standards on site.
- ✓ Follow color code system for electrical tools, cables & equipment.
- ✓ Documentation including PTW, Plans & Procedures, Monthly Reports, etc.

### UNDERGONE TRAINING(S):

- ✓ Fire Fighting Techniques.
- ✓ First Aid Training.
- ✓ Authorized Gas Tester Training.
- ✓ Confined Space Training.
- ✓ Scaffolding Inspector Training.
- ✓ COSHH.
- ✓ Emergency evacuation planning.

### **KEY EXPERIENCE SUMMARY:**

#### ❖ **Currently Working: -**

- ❖ Working as a **HSE Safety Officer** with **Pure Water Waste and Water solutions** Abu Dhabi, U.A.E since 11 July 2023.

#### **Work Duties & Responsibilities:**

- ✓ Develop a culture to anticipate and prevent health hazardous conditions and act proactively.
- ✓ Review operating procedures and ensure the scope of work comply with all regulatory bodies as well as SWS standards.
- ✓ Ensured project operations comply with OSHAD SF standards.
- ✓ Provide input into the development of HSE strategies, plans and procedures; develop/update Project HSE plan that summarizes the HSE activities that will be accomplished and implemented during construction.
- ✓ Develop EHS documents and reports that included: Site Logistics Plan; Lifting Plan; Emergency Evacuation Plan; Monthly HSE Statistics; Near-Miss and Incident Reports; Monthly HSE Summary Report; etc.
- ✓ Facilitate audits and implemented action plans for items that surfaced from the audit's findings.
- ✓ Monitor and ensure strict adherence to implementation of Permit to Work System for all potentially hazardous activities.
- ✓ Conduct site-wide Risk Assessments to evaluate Health, Safety and Environmental hazards based on Severity, Likelihood, Exposure, Frequency, and developed plans for mitigation.
- ✓ Provide advice and counsel to field organizations (Sub Contractors) on regulatory compliance matters and company HSE Policy.
- ✓ Oversee the development and facilitation of all training programs to support employee development and competency enhancement of the workforce.
- ✓ Form an Emergency Response Team/Committee and conduct periodical Emergency Mock Drills based on the approved EEP.

- ✓ Ensure availability of proper welfare facilities on the work site to maintain physical and psychological comfort of the workers.
- ✓ Bi-Weekly and Monthly HSE Meetings (Internal & Joint); and address Weekly Progress Meetings with a Safety Moment.
- ✓ Plan & organize waste management on-site and schedule waste disposal/collection by approved waste transporter.
- ✓ Coordinate with project approved Pearl Qualified Consultant (PQP) to update and balance Waste Recycling Percentage as per the requirement.
- ✓ Prepare and implement Night Work Plan to ensure adequate control measures during night activities.
- ✓ Daily site inspections and joint inspections along with the construction team to identify and eliminate possible hazards.
- ✓ Prepare and issue Site HSE Inspection reports to the Project Manager/Engineer based on the identified hazards on site, along with recommended corrective actions.
- ✓ Participate in site walk-throughs by Client, SW S, Project Consultant & Pure Water HSE Team.
- ✓ Ensure proper storage and handling of Chemicals by means of adequate training, referring to MSDS and COSHH; and maintaining chemical storage containers as per the recommendations.
- ✓ Monitoring of Cable Management on-site, ensuring proper protection and routing of electrical cables and use of approved industrial sockets and connections.
- ✓ Lead the site safety team to monthly inspect and validate (tags/color code) Heavy Plant & Equipment, Power Tools, Fire Extinguishers, First Aid kits, Electrical Distribution Boards, Lifting accessories, etc.
- ✓ Ensure adequate signage and posters installed on-site to raise awareness among the workforces.
- ✓ Ensure proper pedestrian access/walkways and traffic movement on site.
- ✓ Monitor cleanliness and hygiene, and periodic sterilization inside the site offices.

### **Previous Employment:**

- ❖ Worked as a **Safety Officer** with Contrive Construction Maintenance Electromechanical L.L.C, Abu Dhabi,
- ❖ MTC Landscape Design & Build Project (AD Airport) U.A.E. - (October 2021 to July 2023).

### **Work Duties & Responsibilities:**

- ✓ Conduct Toolbox Talk sessions to workers on their specific job tasks.
- ✓ Implement PTW [Permit to Work] system on daily basis on the work site.
- ✓ Ensure use of adequate personal protective equipment [PPE].
- ✓ Implementation of risk assessment/job hazard analysis.
- ✓ Ensure good Housekeeping & install warning posters and signboards.
- ✓ Marking and protection of underground utilities once it is identified and exposed.
- ✓ Ensure safe excavation works and protection by means of Shoring and Step & Bench methods.
- ✓ Monitor Confined Space Entry works and ensures all control measures are in place and safe procedure of work is followed.
- ✓ Ensure proper means of access /egress to excavations and confined spaces.
- ✓ Ensure availability of proper welfare facilities on the work site to maintain physical and psychological comfort of the workers.
- ✓ Safety precautions to avoid accidents resulting from electric energy/supply.
- ✓ Regular and periodical inspection of power tools, equipment, lifting accessories, fire extinguisher, and scaffoldings.
- ✓ Ensure safe handling/storage of Gas cylinders and Chemicals.
- ✓ Follow material safety data sheets (MSDS).
- ✓ Ensure the availability of Fire Extinguishers and First Aid kits in all residential camps, fuel stores, and on the work site.
- ✓ Follow and implement essential standard traffic safety procedures.
- ✓ Daily observation reports, weekly and monthly reports.
- ✓ Investigate any work-related incidents and prepare an accident report accordingly.
- ✓ Conduct emergency mock drills based on the Emergency Evacuation Plan
- ✓ Conduct inspections of residential camps to keep a check of hygiene and cleanliness.
- ✓ Conduct meetings with Project Site Engineers and Project Manager to discuss safety-related factors.
- ✓ Provide necessary safety training to the staff and employees to ensure the quality of safety.
- ✓ Ensure all newly joined workforce have been given site safety induction training.
- ✓ Coordinate the Project Store to stock sufficient PPE for the workforce and maintaining an inventory of PPE distribution.
- ✓ A special focus during Summer, compliance with HAAD and OSHAD SF.
- ✓ Assist HSE Department in implementation of Project Specific Safety Plan.

**LIST OF PROJECTS: -**

- ❖ **Company:** Drillcon International L.L.C  
**Designation:** Safety Officer  
**Project:** Supply of Recycled Water along Abu Dhabi Al Ain Road  
**Duration:** November 2020 to October 2021  
**Consultant:** Stantec UK Limited Abu Dhabi, UAE
  
- ❖ **Project Name:** Wahet Al Zaweya Development – Infrastructure & Road works.  
 [October 2018–March 2019]  
**Client:** Wahet Al Zaweya.  
**Consultant:** Hyder Consulting Middle East Limited.  
**Location:** Al Ain, U.A.E.
  
- ❖ **Project:** Strategic Tunnel Enhancement Program (STEP), Abu Dhabi  
**Duration:** From May 2018 to Feb 2019  
**Project:** 2201-214, Construction of secondary infra-structure (Pump Stations) in Abu Dhabi Port and KIZAD area.  
**Duration:** June 2018 to January 2019  
**Client:** Abu Dhabi Port / Abu Dhabi Sewerage Services Co.
  
- ❖ **Company:** Bin Ham Electro-Mechanical ENT. Co. L.L.C  
**Designation:** Assistant Safety Officer  
**Project:** O-12258.1-A, Construction of Sewerage Connections and related work in Abu Dhabi Islands and Mainland Phase IX]  
**Duration:** January 2016 to May 2017  
**Consultant:** AECOM Middle East Limited  
**Client:** Abu Dhabi Sewerage Services Co.
  
- ❖ **Company:** Bin Ham Agricultural Company L.L.C Al Ain, UAE  
**Designation:** Assistant Safety Officer  
**Project:** O-10987, Sewerage Connections for Isolated Properties in Al Ain Region, Phase-4  
**Duration:** December 2014 to December 2016  
**Consultant:** AECOM Middle East Limited  
**Client:** Abu Dhabi Sewerage Services Company
  
- ❖ **Company:** Bin Ham Agricultural Company L.L.C, Al Ain, UAE  
**Designation:** Assistant Safety Officer Jul 2014 to December 2014  
**Project:** O-127, Ain Al Fayda Emirati Housing Program Phase 01  
**Contractor:** National Projects & Construction L.L.C  
**Consultant:** Al Salaam Consulting Architects Engineer & Planners  
**Client:** Musanada

**ACHIEVEMENTS: -**

- ❖ Approved by **SWS as Safety Officer**, for the Project Project-O-14760 Construction work for Main Sewer line to connect STP1 To the Treatment Plant 2 On Saadiyat Island and Remove STP1
- ❖ **SOFTWARE SKILLS:**
- ❖ MS Office.
- ❖ Web Applications

**STRENGTHS:**

- ❖ Leadership Ability.
- ❖ Time Management & Quick learner.
- ❖ Conflict Resolution and Critical Thinking.

**PERSONAL PROFILE:**

1. NAME	:	MUHAMMAD SAJJAD
2. FATHER'S NAME	:	REHMAN UD DIN
3. DATE & PLACE OF BIRTH:		16 <sup>TH</sup> OF March 1989
4. PRESENT EMPLOYER	:	Pure Water & Technology L.L.C
5. PRESENT POSITION	:	SAFETY OFFICER
6. NATIONALITY	:	PAKISTAN
7. LANGUAGES	:	English, Hindi, Urdu, and Arabic (work limited proficiency)
8. MARITAL STATUS	:	Married.
9. PASSPORT NUMBER	:	CS5579413
10. PASSPORT VALIDITY	:	04 <sup>th</sup> Dec 2032
11. DRIVING LICENSE	:	U.A. E [No. 1070963]
12. LICENSE TYPE	:	LIGHT VEHICLE [Manual &Auto]
13. ISSUE DATE	:	18/12/2013

**Declaration:**

*I consider myself familiar with Occupational Health and Safety Aspects.*

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