



Al Ain, United Arab Emirates, 00000

0527179259

haseebahmed_91@hotmail.com

Safety-focused occupational health professional with 9+ years of experience. Successful in developing strategies for management of occupational health risks. Confidently engages and influences management and employee representatives to adopt new policies and procedures.

HASEEB AHMED



EXPERIENCE

HSE Officer Royal Gardens Agricultural Contracting Company
- Al Ain, UAE
08/2021 - Current

- Monitor effective implementation of PTW procedures and safety documents
- Monitor implementation of HSE Risk Management of activities and operations
- Awareness of HSE rules and policies
- Implementation and monitoring of HSEMS and AADC Safety system rules (SSR) to promote and maintain a safe working environment
- Good Knowledge of water pipe network, operation and maintenance
- Preparing daily and monthly reports
- Conducted in-depth assessments into establishments, ensuring all matters complied with health and safety guidelines
- PC literate, hands on experience with preparing ISO documentation
- Promptly intervened and rectified any unsafe acts carried out within the workplace
- Suspended dangerous activities that pose an active or potential threat to workers' health and safety
- Training sessions on new safety procedures and processes
- Promoted ergonomic safety, recommending workplace changes to accommodate staff needs
- Supervision in Supply, Maintenance and repair works of recycled water pipelines in pumping stations
- Good interpersonal, supervisory skills
- Good Communication skills in English, Urdu, Hindi and little bit of Arabic
- HSE implementation during Repair and Maintenance of Pipe line, leakage of pipes and replacement of valves
- Advising precautionary measures during repair & replacement of GRP, UPVC, DI and HDPE pipes
- Excavation, confined spaces, work at height, working with lifting equipment, backfilling, road works NOC application
- Arranging for third party trainings and workshops
- Accident investigation, tracking and record keeping
- Conducting site visits, Safety Audits & Emergency drills
- Monitor day to day site operations
- Handling ISO and OSHAD documentation for compliance

Support Services Division HSE Officer National Corporation for Tourism & Hotels - Abu Dhabi
11/2019 - 03/2021

- Handling 50+ locations as an HSE for the division
- Implementation of a Health & Safety Management System
- Oversee site activities and HSE implementation
- Support in tender evaluation, HSE assurance, and monitoring of client/contractor performance process
- Support and forms in HSE governance and regulations, incident reporting, and investigations
- Support and forms on HSE client/contractor management process

- Conducting site visits, Safety Audits & Emergency drills
- Ensure effective implementation of HSE functional tasks resulting from CSM requirements
- Support HSE in tender evaluation and documentation process
- Managing & Supervising Staff for Hygiene practices and workplace safety
- Updating company manuals as per International Standards
- Updated Safety Manual and guidelines to comply with the Food Safety Regulations
- Managed HSE in High-level glass cleaning project using scaffolding, Cradle and Boom lifts
- Observed and managed tasks involving high-risk activities like excavation
- Develop and deliver HSE training material plans
- Handling Customer's complain & feedbacks
- Handled customer concerns and escalated major issues to supervisor
- Implemented more efficient processes and reduced wasted resources
- Maintained clean, safe working environments to eliminate accident risks
- Promoted safe working environment by implementing regulatory standards, policies and guidelines
- Support in development of Legal register, Method statement and Risk assessments
- Managed complaints with calm, clear communication and problem-solving
- Engaged with customers to better understand needs and deliver excellent service

■ **Senior Safety Officer** Al Madina Group of Establishments - Abu Dhabi

09/2015 - 10/2019

- ADNOC Project (Abu Dhabi Refinery Division, Working along with ADNOC in Abu Dhabi Refinery and handling services team for the provision of Beverage services, Cleaning, work at height activities, and all the documentation required by ADNOC)
- Develop, monitor, and comply with HSE assurance programs for clients/contractors
- Conducted regular inspections to guarantee compliance with fire, hazard, and safety guidelines
- Review and provide feedback on project-specific HSE documents
- Created and compiled all safety training procedures into manuals, which were disseminated to all members of the staff
- Responded to emergency situations in the most efficient, effective ways possible
- Manage all employee reported hazards and submit close-out reports
- Examined hazardous incidents and accidents to uncover causes and provided corrective actions
- Undertook surveys to determine cause and effects of various hazard elements on staff
- Investigated incident claims, outlining findings in comprehensive reports
- Conducted interviews, surveys and conversations with staff to obtain opinions and views on workplace environments
- Suspended dangerous activities posing active or potential threat to worker health and safety

- Worked in warehouses, factories, offices and building sites to evaluate environmental impacts
- Oversaw compensation, rehabilitation and return to work processes for injured employees
- Wrote comprehensive inspection reports outlining outcomes and steps taken
- Evaluated ventilation, containment and personal protective equipment for conformance with safety standards
- Staff training sessions on new safety procedures and processes
- Recommended methods to reduce ongoing hazards with improved methods, processes and materials

■ **Project Safety Officer / Supervisor** Mermaid Catering Services L.L.C - Abu Dhabi
01/2014 - 07/2015

- Solely managing a location in the Ruwais area and handling clients like DAEWOO, Mott McDonalds, PMC and ADNOC
- Monitored compliance with workplace policies and safety objectives
- Skilfully investigated and resolved customer complaints within target timescales
- Directed efficient loading and unloading of shipments
- Aligned day-to-day activities with targets set by upper management
- Defined clear priorities and production quality standards to achieve the desired results within the agreed timescale
- Optimized workflow by updating teams with critical operational information in a fast-paced environment
- Established and enforced stringent standards of cleanliness and organization

■ **Administration** Sunny Computer Training Centre - Karachi, Pakistan
05/2012 - 10/2013

- Looking after all administration responsibilities for the training center, arranging and taking training courses and handling customers and feedbacks.
- Uploaded files and entered data into records management system.
- Organized and stored hardcopy files.
- Efficiently scheduled meetings, appointments and travel.
- Organized files, faxed reports and scanned documents into document management system.
- Managed printer maintenance schedule and toner replenishment.
- Provided high level of administrative support, including copying, faxing and document distribution.



CORE QUALIFICATIONS

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- Incident investigation
 - Safety training coordination
 - Premises safety inspections
 - Risk assessments
 - Health & Safety management
 - Environmental pollution controlling
 - Health risk analysis
 - Employee interviewing

- Regulatory compliance
- Health and safety orientations
- Hazard control
- Workplace risk analysis
- HSE
- Risk mitigation



EDUCATION

Bachelors: Commerce

University of Karachi - Karachi, Pakistan, Pakistan, 2012

Intermediate: Science

Govt. National College - Karachi, Pakistan, Pakistan, 2009

Matriculation: Science

St. Peter's High School - Karachi, Pakistan, Pakistan, 2007



ADDITIONAL INFORMATION

- UAE Driving License



ACCOMPLISHMENTS

- NEBOSH International General Certificate - UK
- OSHAD Practitioner course by ADVETI - UAE
- Basic First Aid Training
- Fire Warden Training
- HABC level 3 Supervising HACCP - UK
- HABC level 4 Managing Food Safety - UK
- Food Safety Management System Awareness University of Karachi - Pakistan
- Ruwais Refinery Expansion Project - UAE Best Contractor HSE Performer
- ADNOC Refining 2nd half 2017 Abu Dhabi Refinery Division - UAE
- Best Contractor HSE Officer ADNOC Refining 1st half 2018 Supply Chain Division - UAE
- NEBOSH International Diploma in progress...



LANGUAGES

Urdu: First Language

English: C2

 Proficient

Hindi: C1

 Advanced

Arabic: B1

 Intermediate

Urdu: C2

 Proficient



REFERENCES

References will be furnished upon request.