



# KASHIF KHAN

## HSE OFFICER

RIYADH, RIYADH, Saudi Arabia  
 050 412 6529  
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## EDUCATION

### IOSH LEVEL 2

IOSH UK  
2024

### ENVIRONMENTAL MANAGEMENT LEVEL 3

HIQUAL UK  
2024

### NEBOSH IGC LEVEL 3

NEBOSH UK  
2022

### OSHA LEVEL 2

OSHA AMERICA  
2020

### HIGHER SECONDARY SCHOOL CERTIFICATE

BOARD OF  
INTERMEDIATE AND  
SECONDARY  
EDUCATION  
PESHAWAR, PESHAWAR  
2019

### SECONDARY SCHOOL CERTIFICATE

BOARD OF  
INTERMEDIATE AND  
SECONDARY  
EDUCATION  
PESHAWAR, PESHAWAR  
2017

## ABOUT ME

Results-driven HSE SPECIALIST with expertise in designing and executing comprehensive safety programs, performing detailed risk assessments, and promoting a proactive safety culture. Skilled in ensuring regulatory compliance, mitigating hazards, and enhancing workplace safety standards to deliver a secure and compliant work environment.

## WORK EXPERIENCE

### HSE OFFICER | MAY 2025 - PRESENT

#### FIRST FIX, RIYADH

- Project : KAP (King AbdulAziz Park)
- Client : RCRC (Royal Commission For Riyadh City).
- Responsibilities :
- Conduct regular site inspections to identify hazards and ensure compliance with safety standards.
- Develop and implement HSE policies, procedures, and safety protocols across all operations.
- Collaborate with management to improve safety culture and promote continuous improvement.

### HSE OFFICER | JAN 2023 - DEC 2024

#### UNEC, RIYADH

Project : Samhan Heritage Hotel  
Client : DGDA ( Dirriyah Gate Development Authority)

#### Responsibilities :

- Develop and implement safety policies and procedures for all employees
- Conduct safety training sessions to educate staff on proper safety protocols
- Investigate accidents and incidents to determine root causes and prevent recurrence
- Ensure compliance with local, state, and federal safety regulations and standards

### HSE OFFICER | MAR 2021 - NOV 2022

#### Jawar Al Jazirah Construction & Building

- Project : Grain Silos Feed Mill Jeddah
- Conduct regular safety inspections and identify potential hazards to ensure a safe work environment.

## SKILLS

Risk Management

First Aid provider

Fire Fighting Trainer

Incident Investigation

Confined Space Entry Trainer

Crowd Management

Managing tasks and problem-solving skills

Proficient in computer applications, including Microsoft Office Suite

Strong communication skills

## LANGUAGES

English

Urdu

Arabic

Pashto

Hindi

## PERSONAL DETAILS

Nationality  
Pakistani

Visa status  
Iqama = Transferable

Marital status  
Single

## HSE Officer | Nov 2020 to Jan 2021

Company Al Rawi Al Arabia

Project = Construction of Danna 115/13.8KV

Substation

Client = SEC (Saudi Electricity Company)

Responsibilities :

- Developed and implemented the project-specific HSE plan, aligned with SEC requirements and Saudi regulations.
- Conducted daily site inspections and safety audits across civil, electrical, and mechanical works to identify hazards and ensure corrective actions
- Managed the Permit-to-Work system for high-voltage activities, hot works, and confined-space
- Performed job-hazard analyses (JHAs) and risk assessments for all critical tasks, ensuring mitigation measures were in place.

## COURSES

SAFETY TRAININGS

FIRE FIGHTING TRAININGS

FIRST AID TRAINING

CONFINED SPACE ENTRY TRAINING

CPR TRAINING

RISK ASSESSMENT TRAINING