

Sajjad Sher

HSE Officer

Transferrable IQAMA

Riyadh, Saudi Arabia

Cell: 00966559173425

sajadsher16@gmail.com

HRSD-OSH Expert



As a NEBOSH Certified Health, Safety, and Environment (HSE) Professional, I bring dedicated expertise to ensuring the safety of construction personnel, with a focus on construction infrastructure and high-rise building projects. With a proven track record, I've successfully implemented and maintained HSE regulations in these challenging environments, conducting thorough risk assessments and developing site-specific safety plans. My collaborative approach involves working closely with diverse teams, from senior managers to contractors, fostering a safety culture that prioritizes communication and cooperation. Actively seeking a permanent role as an HSE Officer/Safety Officer in a prestigious organization, my aim is to apply my education and experience to enhance safety practices while contributing to the overall success of construction projects, particularly in the context of infrastructure and high-rise building endeavors.

Key Competencies

- Project Site HSE Management
- Permit to Work System
- Weekly / Monthly HSE Reporting
- Site HSE Inspection and Observation Closeouts
- Participating in Weekly HSE Walkthroughs
- Incident investigation
- Risk Assessment and JHA Preparation
- Microsoft Office (Word, Excel, and PowerPoint)

Education and Qualifications

- Master's in journalism & mass communication
- Diploma in IT
- NEBOSH IGC
- IOSH Managing Safely v5.0
- OSHA 30 Hours Construction Safety and Health
- First Aid CPR/AED
- Rigger Level III Certification
- HSE Diploma – 3 Years (attested)

HSE Trainings Attended

- Fire Safety
- Basic First Aid
- Introduction to OSHA
- Hazard Communication
- Electrical Safety for Employees
- Health Hazards in Construction
- Biological Hazards in Construction
- Ergonomic Hazards
- Scaffold Safety
- Confined Space Safety
- PPE and Lifesaving Equipment
- Safe Lifting Operations
- Managing Construction HSE
- Materials Handling Safety
- Safety Supervision & Leadership

Professional Experience

1. HSE Officer at

ATCE at ANM Line 3-3G2 Station AL Riyadh Metro Project 15 Dec 2023 to till Date

Responsible for:

- implementing day to day HSE Requirements
 - Monitoring Health and Safety implementations
 - Preparing daily HSE Reports
 - Conduct toolbox meeting and other ongoing learning opportunities for staff.
 - Supervising Lifting activities
 - Crane inspections before lifting.
 - Ensure all staff from temp, contract workers to regular employees—have completed necessary training and are equipped for roles.
 - Assign new hires badges and boot slips, perform new hires or random drug testing.
 - Perform daily Safety Workarounds, Inspect Facilities, Machinery, and Safety equipment to identify and correct potential hazards.
 - Inspect premises and the work of personnel to identify issues or non-conformity.
 - Oversee installations, maintenance, disposal of substances etc.
 - Stop any unsafe acts or processes that seem dangerous or unhealthy.
 - Identify and monitor hazardous situations.
 - Emergency evacuation arrangement and monitoring
 - Site Safety Signage Management
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2. HSE Officer at

Almabani General contractor at SBF- Sports Boulevard Foundation Project P5A 08th Aug 2022 to 8th Nov 2023.

Responsible for:

- implementing day to day HSE Requirements
 - Monitoring Health and Safety implementations
 - Preparing daily HSE Reports
 - Conduct toolbox meeting and other ongoing learning opportunities for staff.
 - Supervising Lifting activities
 - Crane inspections before lifting.
 - Ensure all staff from temp, contract workers to regular employees—have completed necessary training and are equipped for roles.
 - Assign new hires badges and boot slips, perform new hires or random drug testing.
 - Perform daily Safety Workarounds, Inspect Facilities, Machinery, and Safety equipment to identify and correct potential hazards.
 - Inspect premises and the work of personnel to identify issues or non-conformity.
 - Oversee installations, maintenance, disposal of substances etc.
 - Stop any unsafe acts or processes that seem dangerous or unhealthy.
 - Identify and monitor hazardous situations.
 - Emergency evacuation arrangement and monitoring
 - Site Safety Signage Management
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3. Safety Officer at Power China Contracting Company Sep 2019 to 31st Aug 2022.

Responsible for:

- Conduct toolbox meeting and other ongoing learning opportunities for staff.
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- Perform meeting arrangements, update appointments in the calendar, and respond to emails. In charge of new personnel and conduct safety orientations to new hires.
 - Supervising Lifting activities
 - Crane inspections before lifting.
 - Assign new hires badges and boot slips, perform new hires or random drug testing.
 - Perform daily Safety Workarounds, Inspect Facilities, Machinery, and Safety equipment to identify and correct potential hazards.
 - Inspect premises and the work of personnel to identify issues or non-conformity.
 - Oversee installations, maintenance, disposal of substances etc.
 - Stop any unsafe acts or processes that seem dangerous or unhealthy.
 - Identify and monitor hazardous situations.
 - Emergency evacuation arrangement and monitoring
 - Site Safety Signage Management
 - Safety Campaigns Management
 - Translate or create meeting notes and weekly meeting Newsletters or forms to be handed out to correct personnel.
 - Responsible for Obtaining work Permits.
 - Perform regular patrols, inspections, evaluations, and/or walk-throughs of facilities.
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4. Safety Officer

Nexus Star Industries Pvt Ltd-Peshawar Pakistan – Feb 2018 to Aug 2019

Responsible for:

- Following safety protocols to ensure compliance with regulations and guidelines.
- Making sure that equipment is working properly, inspecting machinery for defects, and ordering repairs as needed
- Providing first aid in emergencies and monitoring the condition of ill workers until medical help arrives
- Observing work areas for unsafe conditions and taking appropriate action to correct the issue
- Maintaining a safe work environment by following safety procedures, rules, and regulations
- Educating employees about safety rules and regulations, equipment usage, and accident prevention techniques
- Preparing workers for emergencies by conducting fire drills and evacuation simulations
- Maintaining records of accidents, injuries, and near misses to help prevent future incidents
- Training new workers in safety procedures and performing routine inspections to ensure compliance
- Emergency evacuation arrangement and monitoring
- Site Safety Signage Management
- Safety Campaigns Management
- Translate or create meeting notes and weekly meeting Newsletters or forms to be handed out to correct personnel.
- Perform regular patrols, inspections, evaluations, and/or walk-throughs of facilities and/or properties

Language Skills

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- **English** – Working Proficiency
 - **Urdu / Hindi, Pashto** – Native ,
 - **Arabic** – Basic

Personal Information

| | |
|----------------|---|
| Iqama No: | 2544492842 |
| Date of Birth | April 5th, 1992 |
| Nationality | Pakistani |
| Marital Status | Married Islam |
| Religion | Transferable Valid till April 2025 |
| Iqama Status | |



This is a certificate awarded to

SAJAD SHER

on successfully completing

Managing Safely

a course approved and validated by the

Institution of Occupational Safety and Health

in association with

Cardiff School of Certified Professionals (CSCP)

Approved Centre: 3331

Signed on behalf of IOSH

Chief Executive

Course Organiser



Reg No: TTC/PESH/HSE/12-2541
Roll No: 2541

Serial No. 022146



Trade Testing Council



THIS IS TO ACKNOWLEDGE THAT

SAJAD SHER s/o HUNAR SHER

has successfully completed

Diploma In HSE
2 Years

Passed in Grade 'A'/Percentage 80%
Session: Jan 2011-Dec 2012

Conducted at:
Green Institute of I.T & Visualization



TTC, PUNJAB



CHAIRMAN



Occupational
Safety & Health
American Council

Certificate Number: 35-75874

Student Number: 581740

Certificate of Completion

IS AWARDED TO

SAJAD SHER

General Industry Standards

Feb 25 - Feb 28, 2020

Introduction to OSHA
Safety Management System
Personal Protective Equipment
Permit to Work System
Work at Height

Confined Space
Hazardous Gases
Scaffolding
Electrical Safety
Hazardous Substances

Fire Protection & Prevention
Accident Protection & Prevention
Lockout Tagout (LOTO)
Workplace Violence
Transport Safety

Hand & Portable Tools
Gas & Arc Welding
Ergonomics
Material Handling Equipment
Hazard Communication

Trench & Excavation
Demolition
Bloodborne
Industrial Hygiene
Radiation

OSHA
Center Number: 178246

Robert Thomas
Chief Executive

Occupational Safety & Health American Council



nebosh

NEBOSH International General Certificate in Occupational Health and Safety

This is to certify that

Sajad Sher

was awarded this qualification on

17 April 2023

Les Philpott
Chair

Dee Arp
Accountable Officer

Master log certificate No: 00642856/1350938

SQA Ref: R630 04



The National Examination Board in
Occupational Safety and Health
Registered in England & Wales No. 2698100
A Charitable Company Charity No. 1010444



شهادة إلتحاق Attendance Certificate

This is to certify that

يشهد برنامج كوادر السلامه بأن

شير

سجاد

Sajad Sher

Hunar Sher

ID No.: 2544492842

has completed the online training course, and has obtained an attendance certificate in
the field of Occupational Safety and Health (Expert) Track

أتم التدريب الإلكتروني الذاتي في مجال السلامة و الصحة المهنية و قد حصل على شهادة حضور في مسار (مختبر).





University of Peshawar Pakistan

This certifies that

Sajad Sher son of **Hunar Sher**

having fulfilled all the requirements is hereby admitted to the degree of

Bachelor of Arts

and is entitled to all the rights, honours and privileges thereunto appertaining.

Given this 28th day of September, 2013.



Roll No: 69485

Session: Annual 2013

Reg. No: 2011-SH-981

Registrar

Vice Chancellor



129627



University of Peshawar Pakistan

This certifies that

Sajad Sher son of **Hunar Sher**

having fulfilled all the requirements is hereby admitted to the degree of

Master of Arts in Journalism & Mass Communication

and is entitled to all the rights, honours and privileges thereunto appertaining.

Given this 4th day of April, 2016.



Roll No: 5135

Session: Annual 2015

Reg. No: 2011-SH-981



129590

Registrar

Vice Chancellor