

SHIREEN ZADA

HSE Engineer

 +966 50 153 8061

 shireen.xaada863@gmail.com

 Qatif, Damam

 Pakistani

Professional Summary

Highly experienced and certified HSE Engineer with 5 years of expertise in developing and implementing comprehensive safety protocols, conducting risk assessments, and ensuring compliance with regulatory requirements.

Expertise In:

- Conducting thorough risk assessments and incident investigations.
- Providing training and awareness programs for employees.
- Collaborating with stakeholders to promote a safety-first culture.
- Staying up-to-date with industry best practices and regulatory changes.
- They design and deliver training programs to ensure employees understand safety procedures and recognize hazards.
- Safety experts investigate incidents to determine root causes, document findings, and develop strategies to prevent future occurrences.

Committed to fostering a culture of safety and environmental responsibility. Seeking a challenging role where I can leverage my expertise to protect people and profit, and contribute to a safer and healthier work environment.

experience

October 2024 -
present

HSE ENGINEER CIVIL WORK COMPANY (CWC)

- Preparing risk assessment and JSA of the site activities.
- Develop, implement, and maintain health and safety policies, procedures, and protocols.
- Monitor and report on health and safety performance metrics, including incident rates and compliance with regulations.
- Prepare and submit weekly reports on health and safety activities, incidents, and compliance.
- Provide health and safety training and guidance to new employees.
- Encourage employee participation in health and safety activities and reporting of hazards and incidents.
- Stay up-to-date with changes in health and safety regulations and legislation.
- Planning and conducting internal and external HSE audits, site inspections, and compliance checks.
- Conducting thorough investigations using techniques such as 5 Whys and Fishbone Analysis to prevent recurrence.

education

NEBOSH INTERNATIONAL GENERAL CERTIFICATE NEBOSH

BACHELOR OF STUDIES IN ENGLISH LANGUAGE AND LITERATURE

Hazara University Dhodial Mansehra ,
Mansehra , KPK

INTERMEDIATE (PRE-ENGINEERING)

Board of Intermediate and Secondary
Education,
Abbottabad, KPK

MATRICULATION (SCIENCE)

Board of Intermediate and Secondary
Education Abbo,
Abbottabad, KPK

IELTS (INTERNATIONAL ENGLISH LANGUAGE TESTING SYSTEM)

AEO (Australian Education Office)

Janruary 2024 -

October 2024

HSE OFFICER

TIETUN (RED SEA GLOBAL)

AMAALA PROJECT

- Ensure proper signage and barriers are in place around hazardous areas.
- Monitor site activities to ensure compliance with safety protocols.
- Conduct regular inspections of equipment and tools to ensure they are in safe working condition.
- Facilitate communication between site workers and management regarding safety concerns.
- Assist in the investigation of minor incidents and near-misses, documenting findings and reporting to higher management.
- Maintain stock of first aid supplies and personal protective equipment (PPE) on-site.
- Perform Toolbox Talks (TBTs) with employees to discuss safety procedures, hazards, and best practices.
- Provide training and guidance to employees on health and safety procedures and best practices.

AUG 2022 -

Oct 2024

HSE OFFICER

Intecsa Industrial (BeAAT EXPANSION PROJECT)

AL RUWAIS, ABU DHABI. UAE

- Inspected tools, equipment, machinery and personal protective equipment for proper functioning before use.
- Worked closely with management team members to ensure that all safety protocols were followed correctly.
- Conducted monthly meetings with managers and supervisors regarding HSE matters.
- Participated in the investigation of serious accident and incident incidents involving fatalities or major injuries as required by regulatory agencies.
- Maintained records related to HSE performance including inspection checklists, audit results and follow-up documentation.
- Provided health and safety training to employees on topics such as hazardous materials, workplace safety and emergency preparedness.
- Created reports documenting HSE incidents, findings, recommendations, investigations and other related activities.

Jan 2021 - AUG

2022

SAFETY OFFICER

AL HABTOOR ENGINEERING

ENTERPRISES CO. (L.L.C)

- Performed daily inspections of facilities to detect unsafe conditions or violations.
- Maintained accurate records of safety inspections, incidents, tests, investigations.
- Provided guidance on safe working practices to reduce the risk of injury or illness.
- Investigated workplace incidents and accidents and reported findings to management.
- Ensured that all workers are aware of relevant company policies and procedures.
- Documented all safety activities including meetings, trainings, drills, inspections.

Aug 2020-Jan
2021

SAFETY OFFICER
VONE ASSOCIATES AND BUILDERs
Pakistan

- Monitor workplace conditions and practices to ensure safety compliance.
- Conduct safety briefings and toolbox talks with employees.
- Keep records of safety-related incidents and training sessions.
- Assist in the development of emergency response plans.
- Ensure all safety equipment is regularly inspected and maintained.

skills

- Risk Assessment & Hazard Identification
- Incident Investigation & Root Cause Analysis
- Emergency Response Planning & Drill Execution
- HSE Audits & Inspections
- HSE Documentation & Reporting
- MS Office Suite (Word, Excel, PowerPoint)
- Excel for Safety Data Analysis
- Document Control & Filing Systems
- Presentation & Training Delivery Tools

certifications

- **IELTS (INTERNATIONAL ENGLISH LANGUAGE TESTING SYSTEM)**
- **ISO IMS (9001, 45001, AND 14001) AWARENESS** (United Technical Training Center)
- **FIRE RISK ASSESSMENT ESSENTIALS (SHEILDS)**
- **NOISE RISK ASSESSMENT ESSENTIALS (SHEILDS)**
- **WORK AT HEIGHT SAFETY ESSENTIALS (SHEILDS)**

languages

PUSHTO URDU

Native Bilingual

HINDI ENGLISH

Fluent Fluent





BeAAT EXPANSION PROJECT

Al Ruwais, Abu Dhabi, United Arab Emirates



EXPERIENCE CERTIFICATE

Date: January 13, 2024

TO WHOM IT MAY CONCERN

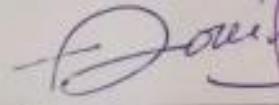
This is to certify that **Mr. Shireen Zada** having Passport No. DA5497242 has worked in INTECSA Industrial as **Safety Supervisor** for the period from Aug 25th 2022 to Jan 10th 2024 for the execution of BeAAT Expansion project.

We are pleased to certify that **Mr. Shireen Zada** has fulfilled his duties to our expectation with respect to his assigned designation in the project. We appreciate the way in which he handle the responsibilities at the workplace. We noticed that he is very hard-working person and we appreciate his punctuality and accountable attitude shown at the given tasks, he is sincere team member and also have the leadership skills.

We hope he will move ahead on the path of success. It was great working with him. We hope he also enjoyed working with us. We wish him all the best for his future endeavors.

For,

INTECSA INDUSTRIAL



INTECSA BEAAT EXPANSION PROJECT
INTECSA INDUSTRIAL ABUDHABAI

Jose Miguel Martinez
INTECSA Site Manager
BeAAT Expansion Project



Ref:HEE/HR/HB/2022-PF/54901

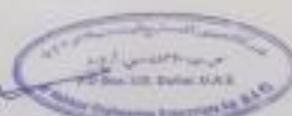
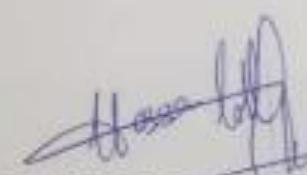
Date: 19/08/2022

TO WHOM IT MAY CONCERN

This is certify that **Mr. Shireen Zada** holder of Pakistani passport Number **DA5497242** has worked in our Company as **Safety Officer** from **05 January 2021** to **12 August 2022**, when his resignation was accepted

During his services, his performance and behavior were to the full satisfaction of the Management.

For AL HABTOOR ENGINEERING ENTERPRISES CO. (L.L.C)



HASSAN HANI BAZZI
HR&ADMINISTRATION DIRECTOR

Al Habtoor Engineering Enterprises Co. (L.L.C)
P.O Box 526, Dubai, U.A.E
Tel: +97142857551/2857215
Fax: +971 2857479/2852643
e-mail: info@habtoorengeg.ae



DUBAI ABU DHABI AHMAN BEIRUT CAIRO DOHA LONDON



NEBOSH International General Certificate in Occupational Health and Safety

This is to certify that

Shireen Zada

was awarded this qualification on

10 October 2023

Rob Hull
Chair

Dee Arp
Accountable Officer

Master log certificate No: 00779108/1382427

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



CERTIFICATE

OF COMPLETION

This certificate is proudly present to :

Shireen Zada

ID NO 96

has successfully completed and actively participated in the:

ISO IMS (9001 & 45001 & 14001) Awareness

Held on 27 Dec, 2024

Valid till 26 Dec, 2025

Certificate No:ISO-000106



B. Khalaf

Board of Director



This is to certify that

Shireen Zada

Has completed the SHEilds course

Noise Risk Assessment Essentials

Course completion date:

03/06/25

This course should be refreshed every three years

Certificate Number:

7242929008SZ



success@sheilds.org | www.sheilds.org

This is to certify that

Shireen Zada

**SHE
ilds**

Has completed the SHEilds course

Fire Risk Assessment Essentials

Course completion date:

06/07/25

This course should be refreshed every three years

Certificate Number:

0644787471SZ

success@sheilds.org | www.sheilds.org





This is to certify that

**Shireen
Zada**

Has completed the SHEilds course

Work at Height Safety Essentials

Course completion date:

04/08/25

This course should be refreshed every three years

Certificate Number:

8317721758SZ



success@sheilds.org | www.sheilds.org

Serial No. B007577

Print Date 24 Jul 2023



16-BS-ENG-F-HU-43

Registration No. _____
44271

Roll No. _____

HAZARA UNIVERSITY

Mansehra, Pakistan



The University in recognition of the fulfilment of prescribed requirements has conferred upon **Shireen Zada** Son of **Sarzameen Khan** the Degree of **Bachelor Of Studies In English** in the examination held in Spring Semester 2020. He was enrolled in the session Fall Semester 2016 and secured CGPA **2.78**.

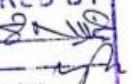
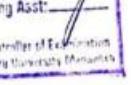


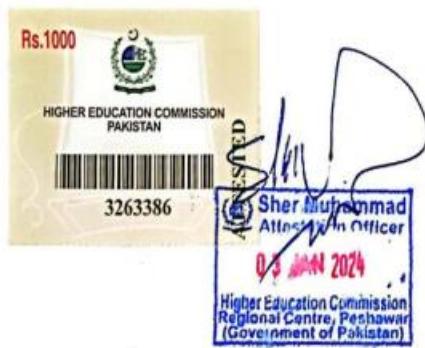
Controller of Examinations

Registrar

Vice Chancellor

95065

CHECKED BY	
DCE	
ACE	
Supdt/Dealing Asst:	
Controller of Examination Mazar University Manshera	





HAZARA UNIVERSITY

MANSEHRA, PAKISTAN

TRANSCRIPT

BACHELOR OF STUDIES IN ENGLISH (Specialization in Linguistics)

Name: Shireen Zada
 Roll No: 44271
 Session: Fall 2016 to Spring 2020

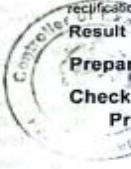
Father's Name: Sarzameen Khan
 Registration No: 16-BS-ENG-F-HU-43
 Exam held Date: September, 2020

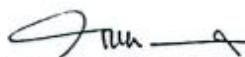
	Title of Course	Total Marks	Marks Obtained	CR Hrs	NG	GP	GPA	Remarks
Sem-I	English -I	100	80	3	4.0	12		
	Islamic Studies	100	60	2	2.0	4		
	Introduction to Sociology	100	71	3	3.1	9.3		
	Introduction to Psychology	100	81	3	4.0	12		Imp
	History of English Literature-I	100	61	3	2.1	6.3		
	Introduction to English Literature-I	100	72	3	3.2	9.6		
TOTAL		600	425	17		53.2	3.13	Promoted
Sem-II	English -II	100	67	3	2.7	8.1		
	Pakistan Studies	100	72	2	3.2	6.4		
	Introduction to Political Science	100	80	3	4.0	12		
	Introduction to International Relations	100	71	3	3.1	9.3		
	History of English Literature-II	100	67	3	2.7	8.1		
	Introduction to English Literature-II	100	58	3	1.8	5.4		
TOTAL		600	415	17		49.3	2.90	Promoted
Sem-III	Communication Skills	100	72	3	3.2	9.6		
	Introduction to Computers	100	78	3	3.8	11.4		
	Introduction to Mass Communication	100	82	3	4.0	12		
	Introduction to Linguistics	100	57	3	1.7	5.1		
	Poetry-I	100	54	3	1.4	4.2		
	TOTAL	500	343	15		42.3	2.82	Promoted
Sem-IV	Academic Reading & Writing	100	64	3	2.4	7.2		
	Human Rights (HR) & Citizenship	100	68	3	2.8	8.4		
	Gender Studies	100	67	3	2.7	8.1		
	Phonetics & Phonology	100	70	3	3.0	9		
	Poetry-II	100	50	3	1	3		
	TOTAL	500	319	15		35.7	2.38	Promoted
Sem-V	Visionary Discourse	100	61	3	2.1	6.3		
	Literary Criticism	100	70	3	3.0	9		
	Drama-I	100	61	3	2.1	6.3		
	Novel-I	100	71	3	3.1	9.3		
	Pedagogical Grammar	100	76	3	3.6	10.8		
	TOTAL	500	339	15		41.7	2.78	Promoted
Sem-VI	Literary Theory	100	74	3	3.4	10.2		
	Drama-II	100	62	3	2.2	6.6		
	Novel-II	100	50	3	1	3		
	Language Teaching Methodologies	100	70	3	3.0	9		
	Sociolinguistics	100	50	3	1	3		
	TOTAL	500	306	15		31.8	2.12	Promoted
Sem-VII	Research Methods in Linguistics	100	78	4	3.8	15.2		
	Second Language Acquisition: An	100	60	4	2.0	8		
	Morphology & Syntax	100	76	4	3.6	14.4		
	Semantics & Pragmatics	100	74	4	3.4	13.6		
	Psycholinguistics	100	55	4	1.5	6		
	TOTAL	500	343	20		57.2	2.86	Promoted
Sem-VIII	Testing and Assessment	100	71	4	3.1	12.4		
	Syllabus and Material Development	100	75	4	3.5	14		
	Research Project	100	70	8	3.0	24		
	TOTAL	300	216	16		50.4	3.15	Promoted
TOTAL		4000	2706	130		361.6	2.78	
CGPA			2.78		Percentage		67.65	
PASSED								

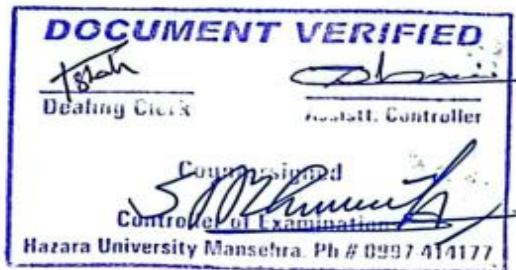
Any errors & omissions are subject to subsequent rectification.

Result Declared on: November 20, 2020

Prepared by: Zameer Gul Khalil
 Checked BY: 2
 Print Date: 18-Feb-21




 Controller of Examinations
 Hazara University, Mansehra



EXPLANATORY NOTES

1. Legend:

- (a) CR: Credit of Courses
- (b) NG: Numeric Grade
- (c) GP: Grade Point
- (d) GPA: Grade Point average
- (e) CGPA: Cumulative Grade Point Average

2. Grading System%:

Marks %	Letter Grade	Grade Point
90 and above	A+	4.00
85 - 89	A	4.00
80 - 84	A-	4.00
75 - 79	B+	3.5 - 3.90
73 - 74	B	3.30 - 3.40
70 - 72	B-	3.00 - 3.20
66 - 69	C+	2.66 - 2.90
63 - 65	C	2.30 - 2.50
60 - 62	C-	2.00 - 2.20
50 to 59	D	1.00 - 1.90
Below 50	F	Fail



67249

03 JAN 2024



HAZARA UNIVERSITY, MANSEHRA, Ph: 099-414178
www.hu.edu.pk



HAZARA UNIVERSITY, MANSEHRA
CONTROLLER OF EXAMINATIONS

Serial No: 44217

Dated: 23-Feb-21



PROVISIONAL CERTIFICATE

Session: 2016-2020

Name: **SHIREEN ZADA**

Father Name: **SARZAMEEN KHAN**

Roll No: **44271**

Registration No: **16-BS-ENG-F-HU-43**

student of

**Bachelor of Studies in
English**

has passed examination held in September 2020 by securing 2706

Marks out of 4000 and has been placed in 2.78

Division/ Grade/ C.G.P.A

The Examination was taken as a whole/ in parts.

Note: This Certificate is issued as a provisional document only. It has no legal value independent of the result gazette of the University and the degree awarded therefore. Errors and omissions are accepted.

Prepared By:

✓ Controller of Examinations
November 20, 2020

S. No. 0332471

Roll No. 76045



Board of Intermediate and Secondary Education Abbottabad

Khyber Pakhtunkhwa - Pakistan

HIGHER SECONDARY SCHOOL CERTIFICATE EXAMINATION

HSSC (A) 2015

Pre-Engineering Group

This is to certify that SHIREEN ZADA

Son/Daughter of SAR ZAMEEN KHAN

A candidate from SIR SYED INSTITUTE OF LEARNING & MOTIVATION BATTAGRAM

has passed the Higher Secondary School Certificate Examination of the Board of Intermediate and Secondary Education, Abbottabad held in May/June, 2015 as a Regular Candidate. He/She has obtained 729 marks out of 1100 and has been placed in Grade B Representing VERY GOOD. The candidate passed in the following Subjects:

1.ENGLISH

2.URDU

3.ISL. EDU-PAK STUDIES

4.MATHEMATICS

5.PHYSICS

6.CHEMISTRY


Asstt. Secretary

This certificate is issued without alteration or erasure.


Secretary

GRADING FORMULA

Maximum Marks 1100

Percentage of Marks	Marks	Grades	Remarks
80% and above	880 and above	A-1	Outstanding
70% and below 80%	770 and 879	A	Excellent
60% and below 70%	660 and 769	B	Very Good
50% and below 60%	550 and 659	C	Good
40% and below 50%	440 and 549	D	Fair
Below 40% and Minimum Pass Marks	439 and below	E	Satisfactory



INTER BOARDS COORDINATION
COMMISSION (IBCC)
CA000033815
HSSC

M A REHMAN UTMANKOTI
Assistant Secretary Attestation
Inter Board Committee of Chairmen
Govt Of Pakistan
Ministry of Federal Education and
Professional Training Regional Office Peshawar

01 DEC 2023
03 JAN 2024



MINISTRY OF FEDERAL EDUCATION & PROFESSIONAL TRAINING
INTER BOARD COMMITTEE OF CHAIRMEN
REPUBLIC OF PAKISTAN
PEW14946m



**BOARD OF INTERMEDIATE AND SECONDARY EDUCATION
ABBOTTABAD
Khyber Pakhtunkhwa (Pakistan)**

Higher Secondary School Certificate Examination
PROVISIONAL & DETAILED MARKS CERTIFICATE

REVISED

Roll No: 76045
Group: PRE-ENGG

Part - II
Session: 2015 (Annual)



Name: SHIREEN ZADA
Father Name: SAR ZAMEEN KHAN
Reg No: 0132545050
Institution/ District: SIR SYED INSTITUTE OF LEARNING & MOTIVATION BATTAGRAM

has secured the marks shown against each subject in the Higher Secondary School Certificate Examination Part-II held in the month of May/June as a Regular Candidate.

Subjects	Marks	Marks Obtained						Marks in Words	
		Part-I		Part-II		Total			
		Theory	Pract	Theory	Pract				
English	200	67	--	77	--	144	One Hundred Forty-Four		
Urdu (Comp)	200	47	--	86	--	133	One Hundred Thirty-Three		
Islamyat Compulsory	50	35	--	--	--	35	Thirty-Five		
Pakistan Studies	50	--	--	40	--	40	Forty Only		
Mathematics	200	54	--	91	--	145	One Hundred Forty-Five		
Physics	200	49	11	50	5	115	One Hundred Fifteen		
Chemistry	200	31	14	60	12	117	One Hundred Seventeen		
Total :		1100				729-B	Seven Hundred Twenty-Nine Only		
Date : <u>02 October, 2015</u>		Remarks :							

Checked By: M R

Subhash
Controller of Examinations

Note: Errors / Omissions excepted. Any mistake in Name, Father Name etc must be intimated within 30 days of the issuance date of this certificate to BISE Abbottabad. Visit us: www.biseatd.edu.pk



ATTESTED



EDUCATIONAL RECORDS COORDINATION
COMMISSION (ERCC)
MA000033815
HSSC



M A REHMAN UTMANKHEL
Assistant Secretary Attestation
Inter Board Committee of Chairmen
Govt of Pakistan
Ministry of Federal Education and
Professional Training Regional Office Peshawar
Peshawar, Khyber Pakhtunkhwa, Pakistan

01 DEC. 2023

03 JAN 2024

COUNTERSIGNED ONLY
Ministry of Foreign Affairs is not
responsible for the contents of the
documents

Checked by Mr. Murad Ullah
LPO-II



Ministry of Foreign Affairs, Pakistan
PEW14946n

S. No. 0567857

Roll No. 116535

REVISED



Board of Intermediate and Secondary Education Abbottabad

Khyber Pakhtunkhwa - Pakistan
SECONDARY SCHOOL CERTIFICATE EXAMINATION
SSC (ANNUAL) 2013

This is to certify that SHIREEN ZADA

Son/Daughter of SAR ZAMEEN KHAN

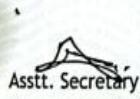
A candidate from ALIGARH PUBLIC SCHOOL THAKOT BATTAGRAM

has passed the Secondary School Certificate Examination of the Board of Intermediate and Secondary Education, Abbottabad held in March/April, 2013 as a Regular candidate. He/She has obtained 781 marks out of 1050 and has been placed in Grade A Representing EXCELLENT. The candidate passed in the following subjects:

1.ENGLISH	2.URDU	3.ISL-EDUCATION	4.PAK STUDIES	5.MATHS
6.PHYSICS		7.CHEMISTRY		8.BIOLOGY

Date of Birth according to admission form is TENTH FEBRUARY

One Thousand Nine Hundred and NINETY-EIGHT (10-02-1998)


Asstt. Secretary

This certificate is issued without alteration or erasure.


Secretary



ATTESTED



INTER BOARDS COORDINATION
COMMISSION (IBCC)
CA000033815
SSC

M A REHMAN UTMANKHIL
Assistant Secretary Attestation
Inter Board Committee of Chairman
Govt Of Pakistan
Ministry of Federal Education and
Professional Training Regional Office Peshawar



GRADING FORMULA

Maximum Marks 1100

Percentage of Marks	Marks	Grades	Remarks
80% and above	880 and above	A-1	Outstanding
70% and below 80%	770 and 879	A	Excellent
60% and below 70%	660 and 769	B	Very Good
50% and below 60%	550 and 659	C	Good
40% and below 50%	440 and 549	D	Fair
Below 40% and Minimum Pass Marks	439 and below	E	Satisfactory

GRADING FORMULA

Maximum Marks 1050

Percentage of Marks	Marks	Grades	Remarks
80% and above	840 and above	A-1	Outstanding
70% and below 80%	735 and 839	A	Excellent
60% and below 70%	630 and 734	B	Very Good
50% and below 60%	525 and 629	C	Good
40% and below 50%	420 and 524	D	Fair
Below 40% and Minimum Pass Marks	419 and below	E	Satisfactory

67249



BISE ABBOTTABAD
KHYBER PAKHTUNKHWA

BOARD OF INTERMEDIATE AND SECONDARY EDUCATION ABBOTTABAD

Khyber Pakhtunkhwa (Pakistan)

PROVISIONAL & DETAILED MARKS CERTIFICATE

Secondary School Certificate Examination

Roll No: 116535
Group: SCIENCE

S.No. AB 761979

REVISED

(CLASS X)

Session: 2013 (Annual)

Name: SHIREEN ZADA
Father's Name: SAR ZAMEEN KHAN
Date of Birth: 10-FEB-98
Reg: No: 1121163017
Institution / District: ALIGARH PUBLIC SCHOOL THAKOT BATTAGRAM



has secured the marks shown against each subject in the Secondary School Certificate Examination (Class 10th) held in the month of March/April as a Regular Candidate.

Subjects	Total	Part-I		Part-II		Total	Marks in Words
		Marks Obtained Th	Marks Obtained Pract	Marks Obtained Th	Marks Obtained Pract		
English	150	63	--	48	--	111	One Hundred Eleven
Urdu	150	52	--	58	--	110	One Hundred Ten Only
Islamiat Comp	75	62	--	--	--	62	Sixty-Two
Pakistan Studies	75	--	--	54	--	54	Fifty-Four
Mathematics	150	55	--	60	--	115	One Hundred Fifteen
Physics	150	52	9	40	6	107	One Hundred Seven
Chemistry	150	58	9	38	9	114	One Hundred Fourteen
Biology	150	38	9	52	9	108	One Hundred Eight
Total : 1050		Remarks :		781-A	Seven Hundred Eighty-One Only		

Dated: 02-OCT-15

Checked by: SD


Controller of Examinations

Note:- Errors/Omissions excepted. Any mistake in the Name, Father's Name & DOB etc must be intimated within 30 days of the issuance date of this certificate. Visit us: www.biseabd.edu.pk

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ATTESTED



M A REHMAN UTMANKHEL
Assistant Secretary Attestation
Inter Board Committee of Chairmen
Govt Of Pakistan
Ministry of Federal Education and
Professional Training, Regional Office Peshawar

07 DEC 2023

03 JAN 2024



COUNTERSIGNED ONLY
Ministry of Foreign Affairs is not
responsible for the contents of the
documents

Checked by Mr. Murad Ali
IPO-III
M