

# Muhammad Maaz Ibrar Ul Haq

SAFETY OFFICER (3+ YEARS EXPERIENCE)

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**Address:**

Saudi Arabia

## PROFESSIONAL SUMMARY

I am a Safety Officer with expertise in risk assessment, hazard prevention, and regulatory compliance. Skilled in enforcing safety protocols, conducting audits, and promoting workplace safety. Committed to ensuring a safe and compliant work environment.

## EDUCATION

**NEBOSH IGC | SEP 2022 - FEB 2023**

- CITY COMPUTER INSTITUTE & TECHNOLOGY, SWAT

**MASTER OF SCIENCE | FEB 2019 - MAR 2021**

- CAPITAL UNIVERSITY OF SCIENCE & TECHNOLOGY, ISLAMABAD

**BACHELOR OF SCIENCE | SEP 2014 - DEC 2018**

- UNIVERSITY OF SWAT KPK

**FSC | JULY 2012 - JULY 2014**

- KHUSHAL PUBLIC SCHOOL & COLLEGE

**SSC | APR 2010 - MAY 2012**

- SWAT MODEL SCHOOL & COLLEGE

## EMPLOYMENT HISTORY

**Abraj Al Waha General Contracting Establishment - Khamis Mushait, Saudi Arabia**

**Safety Officer | MAY 2023 - FEB 2025**

- Conducted risk assessments and implemented safety protocols to ensure compliance with occupational health and safety regulations.
- Developed and delivered safety training programs to employees, reducing workplace incidents and improving safety awareness.
- Performed regular site inspections and audits to identify hazards and enforce corrective actions.
- Ensured adherence to local and international safety standards, including NEBOSH guidelines.
- Investigated workplace accidents and incidents, providing detailed reports and recommendations

**Raja Sabir Khan & Company, Peshawar**

**Safety Officer | OCT 2022 - MAR 2023**

- Ensured compliance with occupational health and safety regulations, minimizing workplace hazards.
- Conducted risk assessments, safety audits, and incident investigations to enhance worksite safety.
- Developed and implemented safety training programs for employees and subcontractors.
- Monitored and enforced PPE (Personal Protective Equipment) usage and workplace safety protocols.

**Shaheen Manufacturing Company, Swat**

**Quality Control Analyst | APR 2021 - SEP 2022**

- Identify issues, determine cause of problem and facilitate solution to restore Processes
- Developed and qualified new testing methods.

- Created comprehensive reports detailing the results of quality control inspection.
- Conducted routine analyses of raw, inprocess materials & prepare documentation of raw & inprocess materials.

### **AMC Medicine Company, Swat**

#### **Administration Assistant | APR 2017 - DEC 2018**

- Managed office operations, including scheduling appointments, handling correspondence, and maintaining filing systems.
- Supported senior management with administrative tasks such as report preparation and document organization.
- Assisted in managing inventory and procurement of office supplies and medical products.

## **CERTIFICATES**

- **NEBOSH INTERNATIONAL GENERAL CERTIFICATE IN OCCUPATIONAL HEALTH AND SAFETY**
- **NEBOSH IGC REGULAR COURSE COMPLETION CERTIFICATE**
- **RAJA SABIR KHAN & COMPANY ENGINEERS & CONTRACTORS**
- **CENTER FOR OCCUPATIONAL & PATIENT SAFETY, NATIONAL**
- **INSTITUTE OF HEALTH**
- **NATIONAL FOCAL POINT FOR INTERNATIONAL HEALTH SERVICE & REGULATION, NATIONAL INSTITUTE OF HEALTH**
- **ANTIMICROBIAL RESISTANCE CONTAMINATION UNDER ONE HEALTH, WORLD HEALTH ORGANIZATION, ISLAMABAD**
- **QCA, SHAHEEN MANUFACTURING COMPANY, SWAT**

## **SKILLS**

- |                                     |                              |
|-------------------------------------|------------------------------|
| • HEALTH & SAFETY COMPLIANCE        | • BIOTECHNOLOGY TECHNIQUES   |
| • RISK ASSESSMENT & SAFETY AUDITS   | • QUALITY CONTROL TECHNIQUES |
| • FIRST AID & EMERGENCY RESPONSE    | • SAMPLE COLLECTION          |
| • REPORT WRITING & DOCUMENTATION    | • MASS SPECTROMETRY          |
| • OFFICE & INVENTORY MANAGEMENT     | • BIOINFORMATICS             |
| • TIME MANAGEMENT & MULTI-TASKING   | • LABORATORY TECHNIQUES      |
| • EFFECTIVE COMMUNICATION           | • ADMINISTRATIVE OPERATIONS  |
| • PROBLEM-SOLVING & DECISION MAKING | • DATA ENTRY SKILLS          |
| • TEAM COLLABORATION                | • DATA MANAGEMENT            |
| • LATEX                             | • MICROSOFT OFFICE           |

## **LANGUAGE**

- English
- Urdu
- Pashto

## **PUBLICATIONS**

[HTTPS://JOURNALS.UMT.EDU.PK/INDEX.PHP/CTO/ARTICLE/VIEW/2690](https://journals.UMT.edu.pk/index.php/CTO/article/view/2690)

[HTTPS://WWW.EUREKASELECT.COM/EBOOK\\_VOLUME/3416](https://www.eurekaselect.com/ebook_volume/3416)

[HTTPS://NOVAPUBLISHERS.COM/SHOP/LACTUCA-CULTIVATION-AND-USES/](https://novapublishers.com/shop/lactuca-cultivation-and-uses/)

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