

Khalaf Ahmed Al-Harhi

☎ [0565435442](tel:0565435442)

✉ kalaf413@gmail.com

📍 Saudi Arabia

OBJECTIVE

An Architect with Professional Safety Certifications is seeking a professional career opportunity in occupational health and safety, where I can utilize my leadership and technical skills to develop safe and sustainable work environments. I aim to contribute to improving the efficiency of projects and processes by implementing local and international occupational health and safety standards, and to work within a team committed to full compliance and fostering a culture of safety in the workplace.

EDUCATION

Bachelor's Degree in Architectural Engineering

EXPERIENCES

Al Majal Al Arabi Group

Occupational Health & Safety Manager | April 2024 – Present

- Develop and implement safety plans in compliance with OSHA, NFPA standards, and Ministry of Health requirements.
- Reduce accidents and injuries through continuous preventive and awareness programs for employees.
- Activate inspection and work permit systems to ensure contractors comply with safety procedures.
- Prepare emergency and evacuation plans in coordination with hospital management and security & safety teams.
- Prepare safety reports and submit them regularly to senior management and relevant authorities.

Magdy Abdulmohsen Al-Harbi Engineering Consultancy

Office Manager | June – November 2023 (6 months)

- Organize engineering teams and improve performance to ensure timely project delivery.
- Enhance communication with clients and government authorities to approve designs and expedite licensing procedures.
- Develop innovative engineering and administrative strategies to improve project quality and client satisfaction.

Bin Dubis General Contracting

Intern | 2021

- Participate in preparing execution drawings for construction projects.
- Contribute to monitoring on-site work and quality control.
- Apply design standards during execution on construction sites.

SKILLS

Technical Skills:

- Develop and implement safety plans for construction projects.
- Risk analysis and prevention strategy development.
- Prepare technical and engineering reports.
- Supervise project execution and ensure quality performance.
- Proficient in architectural design software.

Soft Skills:

- Strong leadership in managing teams.
- Excellent communication and problem-solving skills.
- Attention to detail, organization, and time management.
- Analytical thinking and sound decision-making.
- Commitment to professionalism and quality standards.

COURSES

- Total Quality Management (TQM)
- Project Management Professional (PMP)
- English Language
- Architectural Software Applications
- Data Entry and Word Processing
- Decision Making and Problem Solving
- International Safety Supervisor
- International Firefighting & Fire Safety
- International Safety Risk Management
- Occupational Health & Safety Management
- First Aid
- NASP Diploma in Occupational Health & Safety Standards

CERTIFICATIONS

- OSHA Academy
- IOSH Managing Safely
- IOSH Working Safely
- NEBOSH IGC
- ISO 45001 – Occupational Health & Safety Management
- ISO 14001 – Environmental Management
- ISO 9001 – Quality Management

VOLUNTEER

- Team Supervisor – Al-Mashair Train Project during Hajj Season | 2018 – 2025

LANGUAGES

- Arabic
- English.