



KHAJA ADNAN UDDIN

SAFETY OFFICER



khajaadnaan9@gmail.com



+966 570945998



Riyadh, K.S.A Iqama: Transferable

CAREER OBJECTIVE:

- _Reviewing and analyzing accident literature to improve the unit's accident prevention program.

To Seek a Full-time and Growth-oriented Career in a Challenging Atmosphere That Not Only Tests Me but Also Allows Me to Learn and Apply My Skills and Obedience Towards Work, Contributing Positively to the Organization.

PROFESSIONAL TRAINING:

Training Assignment in Fire Fighting / Emergency Rescue / First Aid / Moral Values from Government of Telangana, Commissioner of Police & Controller from Civil Defense Organization, Hyderabad.

EXPERIENCE:

SAFETY OFFICER



AUGUST 2025 – Present

Company : BK GULF

Contactora: SIBCA

Subcontractor : INFINITY

JOB RESPONSIBILITIES:

- Conducted daily site inspections to ensure compliance with safety standards and project safety plan.
- Implemented and monitored permit-to-work systems including hot work, confined space, lifting, and excavation permits.
- Delivered daily Toolbox Talks (TBT) and safety inductions for new workers.
- Ensured proper use of personal protective equipment (PPE) by all site personnel.
- Reported and investigated near misses, incidents, and accidents to determine root causes and implement corrective actions.
- Coordinated with site engineers, supervisors, and subcontractors to promote a safe working environment.
- Monitored compliance with fire safety, scaffolding safety, and electrical safety regulations.
- Supported the implementation of company safety policies in line with OSHA/NEBOSH/IOSH standards.
- Assisted in conducting emergency drills and maintained first aid and firefighting equipment records.
- Reviewing and analyzing accident literature to improve the unit's accident prevention program.
- Identifying hazards and unsafe conditions on-site and coordinating with the concerned departments to mitigate and control the hazards.
- Documented and analyzed accidents, incidents, first aid cases, near misses, environmental concerns, and property damage, performing root cause analysis and identifying trends to prevent future occurrences.

EXPERIENCE:

SAFETY OFFICER



JANUARY 2023 – DECEMBER 2024

Company : Saudi Arabian BAYTUR Cons.co

JOB RESPONSIBILITIES:

- **Reporting and Coordination:** Report directly to the HSE Manager and Project Manager on site safety Issues, ensuring effective coordination with quick corrective actions toward safe site closeout.
- **HSE Observations:** Prepare comprehensive daily HSE observation reports, with recommendations That can be availed for continuous improvement in safety.
- **Targeted Inspections:** Provide specific inspections in respect of the persistent problem areas occurring at the sites for safety and recommend measures for the eradication of identified hazards from their root causes.

- **Reporting:** Prepare detailed reports on all accidents, incidents, first-aid cases, near misses, environmental impacts, and property damage; determine root causes and analyze emerging trends.
- **Inspection:** Conduct proper inspections of the plant and equipment before starting any work to Ensure that the standards of safety are complied with.
- **Toolbox Talks:** Conduct toolbox talks and support supervisors in daily pre-task briefings to reinforce standards in the workplace regarding safety.
- **Risk Assessments:** Carry out thorough risk assessments for all activities undertaken by the company And develop appropriate strategies for the mitigation of risks.
- **Cross-functional Collaboration:** Provide support to the engineering departments in various cross-functional activities to enhance safety.
- **Ensuring safety requirements before conducting lifting activities.**
- **Facility Oversight :** Ensure first aid and welfare facilities are maintained to the best possible Standards for the safety and well-being of the employees.

EXPERIENCE

SAFETY OFFICER



FEBRUARY 2020 – DECEMBER 2022

Company: BSR CONSTRUCTION CO.

Project: Mahaveer CONSTRUCTION ATTAPUR HYDERABAD.

JOB RESPONSIBILITIES:

- **Make visits to all site activities and assist in solving safety concerns.**
- **Responsible for ensuring all constructional activities are ongoing with the compliance of safe procedures at the site.**
- **Identifying hazards and unsafe conditions on-site and coordinating with the concerned departments to mitigate and control the hazards.**
- **Coordinating with the subordinates of the HSE department for monitoring and implementing safe procedures for constructional activities.**
- **Conducting and participating in safety walkthroughs with the client and contractors to ensure safety and environmental issues at the site.**
- **Ensuring safety requirements before conducting lifting activities.**
- **Reporting all near misses and incidents to the top management to rectify them and take lessons learned from the issues.**
- **Ensure first aid and welfare facilities are maintained to the best possible standards for the safety and well-being of the employees**
- **Conducting and monitoring emergency drills on-site and in camp.**
- **Ensuring emergency provisions, including firefighting facilities, communication systems, escape routes, alarm systems, and rescue teams.**

- Conducting audits and advising the management on improvements to assist in establishing an Environmental, Safety & Health (EHS) management system.
- Ensuring an adequate supply of protective clothing and equipment is available and issued to operatives.
- Conducted thorough risk assessments across all areas of company operations, providing actionable recommendations to mitigate risks.
- Documented and analyzed accidents, incidents, first aid cases, near misses, environmental concerns, and property damage, performing root cause analysis and identifying trends to prevent future occurrences.
- Developing an occupational health and safety system, including policies, procedures, and manuals.
- Reviewing and analyzing accident literature to improve the unit's accident prevention program.
- Working with clients to implement policies and procedures for biosafety, chemical safety, emergency preparedness, and the procurement, use, and disposal of hazardous materials.
- - Coordinating with contractors to identify and resolve various safety issues.
- - Coordinating and facilitating safety committees.
- - Training contractor's staff to fulfill regulatory requirements and to ensure employees and safety officers are integrated into the safety program.

SKILLS:

- Toolbox Talks
- Safety Training
- Accident Investigation
- Hazardous Materials Management
- Emergency Management
- Safety Inductions
- Safety Reports
- Construction Site Equipment Inspections

CERTIFICATIONS & EDUCATION:

- † NEBOSH - International General Certificate in Occupational Health and Safety.
- † OSHA - Occupational Safety and Health Administration.
- † IOSH - Institution of Occupational Safety and Health.
- † BSS - ADVANCED DIPLOMA IN OCCUPATIONAL HEALTH, SAFETY, ENVIRONMENT & RISK MANAGEMENT.
- † BBA – OSMANIA UNIVERSITY – 2025
- † Intermediate From Naveena Junior College.
- † S.S.C from Board of Secondary Education TS.

COMPUTER SKILLS & SELF EVALUATION:

- Proficient in MS Office & Data Management.
- Windows Operating System
- Quick adaptability and comprehension skills.
- Excellent communication and proactive attitude.

PERSONAL PROFILE:

Name : KHAJA ADNAN UDDIN
Father's Name : KHAJA ANSARI UDDIN
Date of Birth : 23-08-1998
Passport No : C2022017
Religion : Muslim
Nationality : Indian
Gender : Male
Marital Status : Single
Languages : English, Arabic, Urdu, Hindi and Telugu
Iqama : Transferable

DECLARATION:

I hereby confirm that all the above information provided by me is genuine and accurate to the best of my knowledge.

(KHAJA ADNAN UDDIN.)

Sl. No. **P165263**

09/04/2016/175263

**Board of Intermediate Education, A. P.**

Vidya Bhavan, Nampally, Hyderabad - 500 001

**INTERMEDIATE
PASS CERTIFICATE CUM MEMORANDUM OF MARKS**

This is to certify that **KHAJA ADNAAN UDDIN**
 Father Name: **ANSARA UDDIN** bearing
 Mother Name: **SAMEENA**
 Registered No. **1611216301** has appeared at the Intermediate Public
 Examination held in **MARCH - 2016** and passed in **A GRADE**
 with **ENGLISH** as the Medium of Instruction.

The subjects in which he was examined and the marks awarded are as follows :

Subject	I Year		II Year	
	Maximum Marks	Marks Secured	Maximum Marks	Marks Secured
Part - 1 : ENGLISH	100	090	100	092
Part - 2 : HINDI	100	085	100	085
Part - 3 : Optional Subjects				
ECONOMICS	100	085	100	090
COMMERCE	100	089	100	080
CIVICS	100	088	100	084
ENVIRONMENTAL EDUCATION	Q U A L I F I E D			
Total Marks in Figures	868			
In words	*EIGHT**SIX**EIGHT**			
Date	26-04-2016			

PRINCIPAL
 SRI SANKARANANDA GURI
 SWAMY SENIOR COLLEGE

Controller of Examinations

GUNTAKAL

1611216301



The National Examination Board in Occupational Safety and Health

Domus Way
Meridian Business Park
Leicester LE19 1QW

www.nebosh.org.uk

19 February 2025

NEBOSH International General Certificate in Occupational Health and Safety

UNIT RESULT NOTIFICATION

Learner number: 00887335
First name/s (given name): Khaja Adnaan
Surname (family name): Uddin
Full name: # Khaja Adnaan Uddin

Learning Partner: 733 - Green World Safety & Security Consultancies LLC

Unit	Description	Mark	Status	Exam Date	Results expected	Learning Partner	Unit result	High valid mark
IG1	Management of Health and Safety	70	Pass	04/12/2024	14/02/2025	733	Pass	70
IG2	Risk Assessment		Pass	04/12/2024	14/02/2025	733	Pass	

Overall mark: 70
Grade: CREDIT

For any information on your Certificate/Parchment please click [here](#).

If you have received a refer in your unit(s) and would like to re-sit the unit, please contact your Learning Partner to book a re-sit. Alternatively, if you believe your mark does not reflect your performance, you can apply for an Enquiry About Result. For more information on this process click [here](#).

NEBOSH offers a wide range of qualifications for learners at all stages of their career. For more information, please visit our website or click [here](#).

** Your name will appear on your qualification parchment as shown above, please ensure your full name is displayed correctly.

To validate the information on this document, please select [here](#).

This qualification has been credit rated for the EQCF by SQA. Please refer to the table(s) below for the unit combinations concerned.

Title	Level	Credit Points
UNIT IG1	6	5
UNIT IG2	6	6
OVERALL CREDIT RATING	6	11



Registered in England and Wales number 2082106
A charitable company limited by guarantee
Registered charity number 1113444

Register No.: 991713

Date: 10/05/2021



CERTIFICATE



This is to certify that **KHAJA ADNANUDDIN**

has successfully completed the

BSS ADVANCED DIPLOMA IN OCCUPATIONAL HEALTH, SAFETY, ENVIRONMENT & RISK MGMT

conducted in the Year **2019-2021** at

[TN/7881] ISC,

IIFL TOWERS, 7TH FLOOR, 143, MGR MAIN ROAD, KANDANCHAVADI, CHENNAI-600096

and has been placed in **DISTINCTION** Division

with **DISTINCTION** Division in Theory and

DISTINCTION Division in Practicals.


DIRECTOR




CHAIRMAN
BOARD OF EXAMINATIONS



Started at the instance of Planning Commission, Government of India with the object of enabling individual citizen to contribute, in the form of an organized co-operative effort, to the implementation of the National Development Plan. The constitution and functioning of Bharat Sevak Samaj is approved unanimously by the Indian Parliament.

**BOARD OF SECONDARY EDUCATION : TELANGANA STATE****S.S.C. PUBLIC EXAMINATIONS MARCH - 2015 (PRIVATE)****TS-AA 1220100****Memorandum of Subject Wise Performance for Passed Candidates**ROLL NUMBER **1537200493**

MEDIUM : ENGLISH

DIST RANGA REDDY-II

CANDIDATE'S NAME **KHAJA ANDAANUDDIN**FATHER'S NAME **KHAJA ANSARIUDDIN**MOTHER'S NAME **SAMEENA BEGUM**SCHOOL NAME **36379 - NEW TAKSHASHILA H.S., L.B. NAGAR.**DATE OF BIRTH **23/08/1998 (TWO THREE AUGUST ONE NINE NINE EIGHT)**

SUBJECT	SUBJECT GRADE	GRADE POINT	
		IN FIGURES	IN WORDS
FIRST LANGUAGE (Hindi)	D1	04	ZERO FOUR
SECOND LANGUAGE (Telugu)	D1	04	ZERO FOUR
THIRD LANGUAGE-ENGLISH	D1*	04	ZERO FOUR
MATHEMATICS	D1*	04	ZERO FOUR
SCIENCE	C2*	05	ZERO FIVE
SOCIAL STUDIES	C1*	06	ZERO SIX

Date of Issue by the Board

17/05/2015

GRADE POINT AVERAGE :

4.5

HEAD MASTER
NEW TAKSHASHILA HIGH SCHOOL
(Recognised by Govt. of A.P.)Signature of Head of Institution
SIRI NAGAR, L. B. NAGAR

Saroomagar(M), Ranga Reddy Dist.

* Indicates old grades secured
in earlier appearances

COMPARTMENTAL

ADDITIONAL SECRETARY

9490

See Overleaf



nebosh

NEBOSH International General Certificate in Occupational Health and Safety

This is to certify that

Khaja Adnaan Uddin

was awarded this qualification with credit on

14 February 2025

Rob Hull
Chair

Dee Arp
Accountable Officer

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



This is a certificate awarded to

Khaja Adnaan Uddin

on successfully completing

Managing Safely

a course approved and validated by the

Institution of Occupational Safety and Health

in association with

Concepts Safety Services Pvt. Ltd. (CSS Pvt. Ltd.)

Approved Centre: 2787

Signed on behalf of IOSH

Vanessa Hamood-Uddin

Chief Executive

H Singh

Course Organiser



IOSH certificate number: 99591591-01-DXX5

Issued Date: 25 November 2024

Print



30-600234114

This card acknowledges that the recipient has successfully completed a 30-hour Occupational Safety and Health Training Course in **CONSTRUCTION SAFETY AND HEALTH**

KHAJA ADNAN UDDIN

Abdul Basith (A-0024321)

(Trainer name - print or type)

30-10-2024

Course End Date

OSHA Council recommends Outreach Training Courses as an orientation to occupational safety and health for workers. Participation is voluntary. Participants must receive additional training on specific hazards of their workplace. The validity of this card does not expire for members.



AUTHORIZED CENTRE
OTC # 10311

Use or distribution of this card for fraudulent purposes, including false claim of having received training, may result in potential penalties and debarment from participation in any of the OSHA Council training programs.

For **OSHA Council** Outreach Training program, please visit www.oshacouncil.org



TWG INTERNATIONALTM

Government Recognised Center Code # 16102

ISO 9001:2015 CERTIFIED

Delivering Excellence

Certificate of Completion

This certificate is presented to

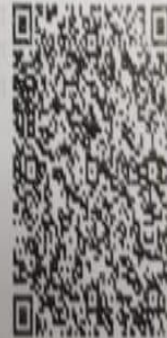
KHAJA ADNAAN UDDIN



Has Successfully Completed the Requirements of

OSHA 30-hrs Construction Safety & Health

Issued On	30-10-2024
Exam Code	30-600234114
Credit Hours	30-Hrs



TWG INTERNATIONAL

OTC # 10311

Chief Executive Officer

TWG International

97/16102/GC/20

www.technoworldgroup.com

هوية مقيم

رقم النسخة ١

المملكة العربية السعودية



وزارة الداخلية

عدنان الدين خاجة عدنان

ADNAAN UDDIN KHAJA



رقم الهوية: ٢٦١٤٥٠٧٨٨٣ تاريخ الانتهاء: ٢٠٢٦/١٠/٢١

تاريخ الميلاد: ١٩٩٨/٠٨/٢٣ مكان الميلاد: الهند

الجنسية: الهند الديانة: الاسلام

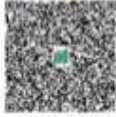
المهنة: عامل تحميل وتنزيل

هوية صاحب العمل: ٧٠٤١١٢٧٠٥٦

مكان الإصدار: موقع بوابة الوزارة الإلكترونية

مكان العمل: منطقة الرياض

اسم صاحب العمل: مؤسسة حسن ابوطالب بن عبد الله مجرشي للمقاولات



يجب التحقق
من الرمز السريع
قبل اعتماد
التعامل مع الهوية





Certificate

of Achievement for

FIRE FIGHTING AND PREVENTION

This is to certify that

KHAJA ADNAAN UDDIN

Here issued the Certificate Number

11319

Subsequent to successfully passing
the required assessment and
examination for **12 July 2020**



Manoj Kumar

Managing Director

Date: **22.07.2020**

مجلس السلامة الدولي

INTERNATIONAL SAFETY COUNCIL

IIFL Towers, 7th Floor, 143, MGR Main Road, Kandanchavadi, Chennai - 600096.

CertificateNo:620422



Certificate in First Aid Training

This is to certify that

KHAJA ADNAAN UDDIN

was awarded this qualification with credit on
15 AUG 2020

26-AUG-2020

Date



Manoj Kumar
Managing Director