

UMAIR IRFAN

(Safety Officer/ NEBOSH-IGC)



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🏠 Sialkot, Punjab, Pakistan

🇵🇰 Pakistani (Passport No: KR1987452)

👤 Married

Objective:

My goal is to advance my career as a skilled Health & Safety Professional within a dynamic and challenging environment at a renowned organization. This opportunity would allow me to further develop my practical expertise and refine my technical skills

Experience:

❖ **PakWorld Industry (Sialkot).**
SAFETY OFFICER

(March 2025 – Till Now)

❖ **Blue Stitch (Pvt).Limited (Lahore).**
HSE OFFICER

(June 2022 – February 2025)

Education:

2020	Bachelor of Science	University of the Punjab
2016	HSSC	BISE, Gujranwala
2014	SSC	BISE, Gujranwala

Certification/Training:

- NEBOSH IGC(UK)
- OSHA General Industry Certificate(USA)
- Risk assessment
- Fire Safety
- Diploma in Computer Application
- IOSH MS Certificate (UK)
- Permit to work
- First Aid

Responsibilities:

- Lead the HSE team in accident prevention, fire protection, and safety policy compliance.
- Ensure Risk Assessment/Job Hazard Analysis is completed and control measures are in place before activities.
- Administer HSE training, safety audits, and manage the use of PPE on-site.
- Investigate accidents, implement safety measures, and monitor workforce performance.
- Prepare and participate in emergency drills, offering support in crisis situations.
- Keep flammable materials away from ignition sources and enforce no-smoking rules.
- Review the Fire Safety Plan with employees and assign fire protection responsibilities.
- Investigate accidents, implement safety measures, and monitor workforce performance.
- the Fire Safety Plan with employees and assign fire protection responsibilities.
- Ensure compliance with OSHA (Occupational Safety and Health Administration) standards and

other regulatory requirements.

- Perform regular safety inspections and audits to identify hazards and ensure compliance.
- Conduct safety training sessions for employees on various safety topics, including emergency response, hazard communication, and personal protective equipment (PPE).
- Maintain records of training activities.
- Investigate workplace accidents, incidents, and near-misses.
- Analyze root causes and implement corrective measures to prevent recurrence.
- Prepare and submit safety reports to management and regulatory agencies as required.
- Monitor and ensure compliance with local, state, and federal health and safety regulations.
- Stay updated on new safety regulations and industry best practices.

Area of Expertise:

❖ **Safety, Health & Environment**

- Drive a culture of “Safety and Health” by ensuring all appropriate actions are taken to implement HS&E procedures/checklists/inspection forms, and monitoring HS&E performance within the area of responsibility.
- Review and creation of Job Hazard Analysis (JHA) and Work Method Statements.
- Ensuring training to the staff in adherence to HS&E standards and procedures.

❖ **Service Delivery**

- Delivering HS&E training so that all staff is aware of their HS&E obligations.
- Acting as an internal coach and advisor to Business Unit, project and subcontractor employees.
- Ensuring accurate and up-to-date documentation and information relating to HS.
- Monitoring Client Health, Safety, and Environment requirements.

❖ **Process Re-engineering**

- Ongoing improvement of project HSE documentation.
- Knowledge sharing within the function/HSE to ensure maximum awareness amongst professionals on SME.

❖ **Standards / Compliance**

- Keeping abreast of HS&E legislation, best practices, and leveraging to facilitate HS&E practices on the project.
- Development of HS&E standards and processes to ensure the Project(s) is in compliance with regulatory and governance requirements.

❖ **Risk Management**

- Participating & facilitating hazard identification, risk assessment (facilities & equipment & control Programs).

Skills:

- MS Excel
- MS Word
- Outlook
- ERP/Oracle
- First Aid
- Driving
- Safely work management

Languages

- English
- Urdu, Punjabi (Native)

References:

Will be provided on demand