



## MUHAMMAD SAMI KHAN

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Iqama: Valid and Transferable

Location: Riyadh, KSA

Position Applied for: HSE Officer

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### Career objectives

Health, Safety, and Environment (HSE) professional, NEBOSH International General Certificate (IGC) certified, with a Bachelor's degree in Computer Science. Seeking to leverage expertise in risk assessment, incident investigation, and regulatory compliance to improve organizational safety performance and minimize workplace hazards.

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### Professional Experience

#### Summary

General Safety routine work like Labor Management, Work Permit, Preparation of safety reports & records etc. Compliance of various Safety requirements. Co-ordination between Safety committee meeting and safety promotion activities. Preparation job safety analysis and Risk Assessment. Ensuring availability of all PPE's, Fire extinguisher in work site. Maintaining TPC (Third Party Certificate) for all heavy and loading equipment's i.e. Crane, Compressor, Lifting belts, D-Shackle and Slings. Maintaining of Personnel's protective equipment's. Conducting job safety analysis for all the new jobs.

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**Company:** FGC  
**Position:** HSE Officer  
**Consultant:** DNV  
**Client:** ACWA Power  
**Project:** Sudair Solar PV Project – 1.5 GW Solar Power Plant  
**Period:** Jan 2025 to Dec 2025

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**Company:** Saudi Arabian Baytur  
**Position:** HSE Officer  
**Consultant:** Parson, Dar Al Riyadh  
**Client:** Saudi Public Investment Fund  
**Period:** Aug 2024 to Nov 2024  
**Project:** Skywalk

SAUDI ARABIAN  
**BAYTUR**

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**Company:** International Consulting & Services  
**Position:** Safety Officer  
**Consultant:** Riyadh Metro Transit Consultant RMTC.  
**Client:** AR Riyadh Development Authority  
**Period:** June 2023 to July 2024  
**Project:** Landscape

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## **Skill Requirements**

- Construction & Tunnel Safety Management
- Risk Assessment & Method Statement Review
- Permit to Work (PTW) Systems
- Incident Investigation & Reporting
- Safety Audits & Inspections
- Strong Communication & Coordination
- MS Office: Word, Excel, PowerPoint
- Documentation & Record Management

## **Job Responsibilities**

- Monitor Permit to Work (PTW) compliance for all site activities, including electrical and maintenance works.
- Implement and monitor Lock-Out / Tag-Out (LOTO) procedures to control hazardous energy during maintenance, electrical isolation, and equipment servicing.
- Supervise maintenance and inspection of fire detection and fire prevention systems and equipment.
- Attend and actively participate in HSE meetings with management and site teams.
- Conduct HSE inductions, toolbox talks, and safety training, including LOTO awareness and electrical safety.
- Supervise and train workers to perform their duties in a safe manner, minimizing risks and preventing accidents.
- Report all hazards, near misses, and unsafe activities to the HSE Supervisor and HSE Manager.
- Ensure proper fire prevention arrangements for welding, cutting, and other hot work operations.
- Assist employees and contractors with HSE and environmental issues at the workplace.
- Carry out safety inspections of equipment and site activities, ensuring compliance with safety procedures and Job Safety Analysis (JSA) requirements.
- Maintain and control daily safety practices through regular site inspections, ensuring hazards are identified and precautionary measures are implemented.
- Provide safety advice and guidance to trades and site personnel.
- Develop and implement safe work procedures for maintenance activities, including energy isolation and LOTO controls.

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## **Trainings**

- Confined Space Safety Training
- Working at Height Training
- Lifting & Rigging Training
- Scaffolding Safety Training

- Power Tools Safety Training
  - Emergency Response & Fire Safety Training
  - First aid training Safety Training
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### **Academic Qualification**

- Bachelor of Science in Computer Science
- Faculty of Science: Pre-Engineering.
- Matriculation: Science

### **Professional Qualification**

- NEBOSH International General Certificate.
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### **Technical Certifications & Achievements**

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
  - Introduction to Python Programming | University of Pennsylvania
  - IoT Cloud | University of Illinois at Urbana-Champaign
  - Introduction to Software Product Management | University of Alberta
  - Fundamentals of Network Communication | University of Colorado System
  - IELTS Listening and Speaking Skills Mastery | University of California
  - SQL Mathematical Functions | Coursera Project Network
  - Build a Node Server backend with Express | Coursera Project Network
  - Java Fundamental Concepts | Coursera Project Network
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### **Personal profile**

Nationality: Pakistani  
Passport No: NT4159791  
Languages: Arabic, English, Urdu

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### **Declaration**

I hereby declare that above information is true and correct to the best of my knowledge. And if given a chance. I will prove myself and will 100% efforts to fulfil my duty and responsibilities.