

MIRZA RASHID BAIG

HSE Officer

Saudi Arabia

Phone: [565099324]

Iqama [Transferable]

PROFESSIONAL SUMMARY

HSE Office with 3 years of HSE experience in construction and infrastructure projects in Saudi Arabia and India. Skilled in hazard identification, risk assessment, PTW systems, and safety inspections. Experienced in monitoring high-risk activities including work at height, confined space, excavation, and lifting operations. Strong ability to enforce safety compliance, conduct toolbox talks, and support incident investigations.

CORE SAFETY COMPETENCIES & KEY SKILLS

HSE Technical Skills

- Hazard Identification & Risk Assessment (HIRA)
- Job Safety Analysis (JSA)
- Permit-to-Work (PTW) Systems
- Confined Space Safety
- Excavation Safety & Lifting safety
- Hot Work Safety
- Work at Height Safety
- Scaffolding & Lifting Safety
- Electrical Safety
- Incident Investigation & Reporting
- Toolbox Talks (TBT)
- Safety Observation & Audit Reports
- PPE & Full Body Harness Compliance
- Power Tools Inspection

Compliance & Tools

- Saudi HSE Regulations & OSHA Standards
 - IOSH & OSHA Safety Practices
 - HSE Reporting & Documentation
 - Workplace Safety Audits
 - Regulatory Compliance
 - MS Office (Word, Excel, PowerPoint)
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PROFESSIONAL EXPERIENCE

HSE Officer

HIC Infrastructure

Client: My Home

Duration: Oct 2025 – Jan 2026

- Supported construction site operations by enforcing HSE policies and ensuring compliance with project safety requirements.
- Conducted routine site inspections and monitored workforce compliance with safety rules and PPE usage.
- Assisted in preparation of risk assessments, hazard identification, and JSA documentation.
- Reviewed and monitored permit to work (PTW) systems including hot work, confined space, excavation, and work at height permits.
- Identified unsafe acts and conditions and ensured immediate corrective actions.
- Assisted in incident reporting, documentation, and follow-up of corrective actions.
- Maintained daily safety logs, inspection checklists, and compliance reports.
- Monitored scaffolding, lifting operations, and work-at-height activities as per safety guidelines.
- Ensured proper housekeeping and safe operation of tools and equipment.
- Supported emergency preparedness activities and safety audits.

Waraich Holding Company LLC

Location: Abqaiq & Dammam, Saudi Arabia (Non-Aramco Projects)

HSE Officer

Duration: Sep 2024 – Sep 2025

- Implemented HSE policies and procedures across construction and infrastructure sites, ensuring compliance with Saudi HSE regulations and company safety standards.
- Conducted daily site safety inspections and identified unsafe acts and conditions, ensuring immediate corrective actions.
- Prepared and maintained HIRA (Hazard Identification and Risk Assessment), JSA, Permit Report, and EHS performance reports.
- Managed Permit-to-Work systems including confined space, hot work, cold work, excavation, lifting operations, scaffolding, and work-at-height activities.
- Contributed to maintaining zero lost time injury performance through continuous site monitoring and safety enforcement.

- Prepared and submitted comprehensive safety documentation including:
 - Toolbox Talk (TBT) Reports
 - Safe Man-Hour Reports
 - Good Practice & Bad Practice Reports
 - Safety Observation Reports
 - Accident & Near-Miss Reports
 - Power Tools Inspection Reports
 - Full Body Harness & PPE Compliance Reports
- Conducted risk assessments and implemented control measures for high-risk activities such as excavation, confined space entry, electrical work, lifting operations, and scaffolding.
- Delivered toolbox talks and safety inductions to workers and subcontractors, improving safety awareness and compliance.
- Monitored safe use of power tools, lifting equipment, scaffolding systems, and personal protective equipment (PPE).
- Coordinated with site engineers, supervisors, and subcontractors to integrate safety requirements into daily operations.
- Supported incident investigations and root cause analysis, implementing corrective and preventive actions.
- Maintained comprehensive HSE documentation including inspection records, audit reports, and compliance logs for management and client review.
- Promoted a strong safety culture through continuous monitoring, safety campaigns, and workforce engagement.
- Ensured compliance with all safety policies, procedures, and international standards including OSHA, IOSH, and company HSE guidelines.

IBS Construction Solutions

Safety Officer – Documentation & Compliance

Location: Hyderabad

Duration: Jul 2022 to Aug 2024

- Prepared and maintained HSE documentation including Risk Assessments, Job Safety Analysis (JSA), Method Statements, and Permit to Work (PTW) records.
- Maintained proper filing and documentation of safety reports, inspection records, and incident reports according to company HSE procedures.
- Assisted in preparing HIRA (Hazard Identification and Risk Assessment) and updating risk registers.
- Developed and maintained daily, weekly, and monthly safety reports for management review.
- Ensured all safety records, training certificates, and employee safety files were properly documented and updated.

- Prepared toolbox talks documents and safety meeting minutes and maintained attendance records.
- Monitored PTW documentation such as hot work permits, confined space permits, work at height permits, and excavation permits.
- Maintained accident / incident investigation reports and corrective action records.
- Assisted in HSE audits and inspections documentation and ensured compliance with company safety policies.

CERTIFICATIONS & TRAINING

- NEBOSH IGC
- IOSH Managing Safely
- OSHA Safety Certification
- Diploma in Health and Safety
- HSA Level 2
- First Aid & CPR

EDUCATION

- Bachelor of Commerce (B. Com) – GITAM University
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SAFETY REPORTING & DOCUMENTATION EXPERIENCE

- HIRA & JSA Reports
 - Permit-to-Work (PTW) Records
 - EHS & HSE Performance Reports
 - Toolbox Talk (TBT) Reports
 - Safe Man-Hour Reports
 - Observation & Audit Reports
 - Good Practice / Bad Practice Reports
 - Accident & Near-Miss Reports
 - Power Tools & Equipment Inspection Reports
 - PPE & Full Body Harness Compliance Reports
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The National Examination
Board in Occupational
Safety and Health

Dominus Way
Meridian Business Park
Leicester LE19 1QW

www.nebosh.org.uk

22 February 2026

NEBOSH International General Certificate in Occupational Health and Safety

UNIT RESULT NOTIFICATION

Learner number: **00923475**
First name/s (given name): **Mirza Rashid Baig**
Surname (family name): **.**
Full name: **# Mirza Rashid Baig .**

Learning Partner: **989 - ACE Training & Consulting**

Unit	Description	Mark	Status	Exam Date	Results expected	Learning Partner	Unit result	High valid mark
IG1	Management of Health and Safety	58	Pass	11/06/2025	13/08/2025	989	Pass	58
IG2	Risk Assessment		Pass	10/12/2025	20/02/2026	989	Pass	

Overall mark: **58**

Grade: **PASS**

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

An adjustment may have been made to the mark published on this document following the Awarding process . To view the final pass mark and any adjustments made to this unit please visit our website page [Mark adjustments following Awarding](#)

For any information on your Certificate/Parchment you can visit the [Policy regarding learner certificates including corrections and reissues.](#)

To validate the information on this document, you can review our [URN information](#).

If your qualification is regulated, you can view the credit and levelling information in our [qualifications](#) page.

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 please visit our website Policies page [Enquiries About Results \(EARs\)](#).

NEBOSH offers a wide range of qualifications for learners at all stages of their career .

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This is a certificate awarded to

MIRZA RASHID BAIG

on successfully completing

Managing Safely

a course approved and validated by the

Institution of Occupational Safety and Health

in association with

Expert Trainers Academy

Approved Centre: 5001

Signed on behalf of IOSH

Vanessa Hamood-Ullah

Chief Executive

J. J. Jones

Course Organiser



IOSH certificate number: 34541163-01-RBRO

Issued Date: 25 April 2025

Register No.: 1502763

Date: 10/05/2024



CERTIFICATE



This is to certify that **MIRZA RASHID BAIG**

has successfully completed the

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

conducted in the Year **2022-2024** at

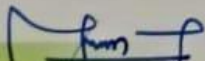
[TEL/8554] EXPERT TRAINERS ACADEMY, D.NO.16-2-674/2, SRI VINAYAKA SPECTRUM

SQUARE, OPP.YASHODA HOSPITAL, MALAKPET, HYDERABAD-500036

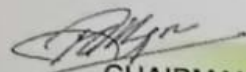
and has been placed in **DISTINCTION** Division

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.





NEBOSH Health and Safety at Work Award

This is to certify that

Mirza Rashid Baig .

was awarded this qualification on

12 May 2025

Rob Hull
Chair

Dee Arp
Accountable Officer

SQA Ref: R704 04



**The National Examination Board in
Occupational Safety and Health**

Registered in England & Wales No. 2698100
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St. John Ambulance (India)

Directorate Of Medical & Health Services Campus
Sultan Bazar, Hyderabad - 500 095. Telangana State



SL. NO. **16076**

CERTIFICATE NO. 25690

President
Hon'ble Governor of T.S.

Chairman
Ministry of Health & Family Welfare Govt. of T.S.

Hon'ble State Secretary



This is to certify that **MIRZA RASHID BAIG**
Son/Daughter/Wife of Shri **MIRZA KHALIQ BAIG**
has participated in **ESSENTIAL FIRST AID TRAINING**

CENTRE	HYDERABAD (Head Office)
DATE OF TRAINING	20/01/2026

Signature of the Candidate

Signature of the Trainer
Dr. J. Saathika
Regd. No: 5418 B.H.M.S.
FACULTY
St. John Ambulance Association (India)
Hyderabad

Hon. State Secretary

Note : 1) This certificate holder can undergo Proficiency training with in two years.
2) This is a Non-Proficiency Certificate.

