

Talha Alvi

HSE Specialist & Fire Protection Professional

Mob #: 0322-4765996 Email: alvitalha47@gmail.com



Objective;

Seeking a new challenging position in a reputed organization where I can practice my profession as a **Safety Officer** in order to improve my knowledge and skills through the experience I will acquire from work and be able to contribute to the benefit of the institution and to the society.

Professional Experience More Than 06 Years

Currently I am working as a **Safety Coordinator & Fire Man** at **Allied Bank** Lahore from 29th September 2020 to till now.

- Responsible for all dangerous activities and hot work activity monitoring in designated areas.
- In all areas of work actively model and promote a safety culture and proactive environmental sustainability.
- Liaison with and coordinate the work of external specialist advisors.
- Perform firefighting work, including preventing, combating and extinguishing fires.
- Inspection of HT room, LT room, UPS room and Genset area and record keeping.
- Ensure availability of water supply at emergency scene by testing fire hydrants to confirm they are operational.
- Building inspection as per safety point of view and fire risk assessment and ensure compliance.
- Deliver the demonstrations to Bank staff that how to effectively operate the firefighting equipments.
- Conduct the evacuation drills to Bank staff that how to evacuate from the building in case of emergency.
- Such other duties as may be required from time to time.



I have been worked as a **Safety Officer & Fire Chief (Shift Incharge)** at **Packages Mall** Lahore from 18th September 2018 to 30th September 2020.

- Safety instructions (Orientation) given to newly appointed employee as per Mall policy.
- Carry out site inspections and audits and provide advice and support to managers where corrective actions are required.
- Deliver training internally to tenants staff and volunteers. Advise on and facilitate them about TBT, Corona awareness and health & safety training.
- Inspection of ERs, CRs, MCC rooms, Substations and AHUs and record keeping as well.
- Responding to an average 35 to 40 fires, medical emergencies and life-threatening situations annually.
- Inspection vehicle and fire extinguishing equipment for defect repair and replacement.
- Ensure availability of water supply at emergency scene by testing fire hydrants.
- Perform firefighting work, including preventing, combating and extinguishing fires.
- Proper clean-up of an incident scene after fire extinguishing.
- Inspection of firefighting equipment and record keeping.



I have been worked as a **Fire & Safety Supervisor** at **Al-Waseh International Co.** Lahore from 11th July 2016 to 3rd August 2018.

- Responsibility for recording results on the organisation's health and safety risk assessment database and to manage and monitor the information contained therein.
- Develop, Implement and review the organisation's health and safety policies and procedures/guidance.
- Analyse and report to the relevant committee in relation to accidents and incidents (including near miss), carrying out investigations where necessary.
- Respond to emergency & operating firefighting equipment to extinguish fire.
- Attend in-service classes to remain current in knowledge.
- Provide company staff with demonstrations on how to effectively operate firefighting equipment.
- Conduct inspection of fire scenes to identify the cause of an incident.
- Monitoring work permit activities such as hot work.
- Hazardous Waste Management- Training and Implementation.



I have been worked as a **Firefighter** at **Marvel Hotel** Main Khayaban-e-Iqbal Lahore from 13th October 2015 to 6th June 2016.

- Conduct Fire drills to evaluate possible response to an emergency situation.
- Overseeing the maintenance and inspection of firefighting equipment.
- Ensure fire scenes are cleaned up after extinguishing fire by removing debris.
- Check and Clean fire equipment daily basis
- Inspection of firefighting equipment and record keeping.
- Promote fire safety by organizing training sessions, talks, and seminars.



Education:

- ❖ **Master of Science (M.Sc)**
Govt. College University Faisalabad
- ❖ **Bachelor of Science (B.Sc)**
University of Punjab, Lahore
- ❖ **Intermediate in Pre-Engineering (F.Sc)**
Board of Intermediate & Secondary Education, Lahore
- ❖ **Secondary School Certificate (SSC)**
Board of Intermediate & Secondary Education, Lahore

Professional Qualification:



Certification: **Specialist Instructor's Rescue Service**
Institution: Federal Civil Defense Training School Lahore



Certification: **Fire Prevention & Safety Course**
Institution: Federal Civil Defense Training School Lahore



Certification: **Fireman**
Institution: Federal Civil Defense Training School Lahore



Certification: **Leading Fireman**
Institution: Federal Civil Defense Training School Lahore



Certification: **Fire Safety Training Course**
Institution: IEHSAS (Consultancy, Auditing, Training)



Certification: **First Aid Training Course**
Institution: IEHSAS (Consultancy, Auditing, Training)



Certification: **Construction Safety**
Institution: Govt. of Punjab Saaciwce Training Centre Lahore



Certification: **Machine Safety**
Institution: Govt. of Punjab Saaciwce Training Centre Lahore



Certification: **Electrical Job Hazards Analysis & Risk Assessment**
Institution: Govt. of Punjab Saaciwce Training Centre Lahore



Certification: **Use of Personal Protective Equipments**
Institution: Govt. of Punjab Saaciwce Training Centre Lahore



Certification: **Chemical Risk Assessment**
Institution: Govt. of Punjab Saaciwce Training Centre Lahore



Certification: **Confined Space and Permit to Work System**
Institution: Govt. of Punjab Saaciwce Training Centre Lahore



Certification: **Emergency Preparedness & Emergency Response Plan**
Institution: Govt. of Punjab Saaciwce Training Centre Lahore



Certification: **Basic First Aid and Resuscitation**
Institution: Govt. of Punjab Saaciwce Training Centre Lahore



Certification: **Respiratory Protection**
Institution: Govt. of Punjab Saaciwce Training Centre Lahore



Certification: **Fire Risk Assessment and Management**
Institution: Govt. of Punjab Saaciwce Training Centre Lahore



AOSH–Firefighting Certification (UK) standard



IOSH–Certification (UK)Standard MS 5.0

Computer Qualification:

MS Office (Word, Power Point, Excel), Competent enough to handle computer operations that is necessary for my duties.
Information processing content creating
Emails and web surfing for reporting

Additional Responsibilities:

- Fire and Safety trainings different Fire and Rescue drills and Instructing new techniques in First Aid.
- Ensure on time availability of Fire equipments at site in coordination with site store.
- Responsible for implementation of site emergency response procedure and ensures the availability, Maintenance of emergency equipments and also guides site personnel in conducting emergency Exercises.
- Fire Prevention instructions (Orientation) given to newly appointed employee as per company policy.
- Risk Assessments of activities in order to identify hazards related to particular task.
- Employee safety & accident prevention programs; conducting a preliminary investigation of accidents. Manual Handling, Writing Reports.
- Conduct Internal Audits.
- Conduct Fire & Rescue training from Civil defense and emergency services.
- Conduct Fire Drill and maintain record as per planned schedule
- Incident and injuries investigation – record and preventive action
- Keeping in view contractor safety

○ Environmental Safety	○ Aids Awareness
○ Machine Handling, Operation & Safety	○ Lock Out Tag Out
○ Electric Safety	○ Hazards Analysis & Social Risk Assessment
○ Hazardous Work	○ Fork Lifter Inspection and Safety training
○ Personal Protective Equipments	○ Emergency Evacuation Drill
○ Chemical Handling and Spill Management, Manual Handling	○ First Aid & CPR
○ Fire Fighting and emergency preparedness	○ Manual and Waste Handling
○ Behavior Based Safety	○ Worker Management Council
○ Training on all IOSH Topics	○ PTW

Personal Information:

Permanent Address: House # E-36/1,
Street # 2, Chungi Amer Sidhu, Lahore

Father Name: Muhammad Rafiq Alvi

Date of Birth: 2 January 1996

CNIC # 35201-0937168-1

Marital Status: Married

Nationality: Pakistani

Religion: Islam

Languages:

English (Fluently)

Urdu (Native)

Punjabi (Basic)