

Muhammad Owais Qurni

Contact Information: ↗

Residence Address: Mohalla Mallahan Akora Khattak, District Nowshera, KPK, Pakistan.

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Objective: To enter in a challenging environment providing my best services & take part in the growth & benefit of the organization so that I will be able to develop a successful career using optimum blend of knowledge & skills.

Personal Information: ↗

Father's Name : **Muhammad Nawaz**

Religion : Islam

Gender : Male

Nationality : Pakistani

CNIC No. : 17301-2018353-9

Date of Birth : 02/01/1999

Domicile : Nowshera (KPK)

Qualifications:

Degree/Certificate	School/Collage	Duration
SSC	BISE Mardan	2016
FCS	BISE Mardan	2019
B. A	Allama Iqbal Open University Islamabad	In process
NEBOSH LEVEL 3	LLC Institute	2022
Fire Safety	LLC Institute	2022

Professional skills

- Environment inspection
- Management in HSE
- Perform risk assessment
- Perform audits, accident and incident investigation.
- Hazards identification, pre job meeting, and toolbox.
- Check and test fire-fighting equipment (extinguishers etc.).
- Check lifting equipment (crane, forklift, slings, chains, hooks).
- Occupational safety
- Work at Heights
- Confined Space
- Fire Safety
- Scaffolding Safety
- Welding and Cutting
- Electrical Safety
- Manual handling
- Slips, Trips and fall
- Excavation and Trenching
- Power Tools

DUTY AND RESPONSIBILITY

- Prepare Daily / Weekly/ safety reports.
- Prepare Accident / Incident reports to find out the causes and adopting proper preventive measures.
- Investigate all Accidents & Near misses for root causes & recommendations to prevent similarities. Prepare reports & follow up on recommendation.
- Report any lapse, near missies immediately and analyze near miss occurrences and take appropriate action to avoid the repetition of same / similar occurrence in the future.
- Ensure to conduct Safety Audits / Inspection on the Site, Camp & all other facilities.
- Prepare Risk Assessment to all jobs before the start of any job with the Project Team.
- Ensure conducting Tool Box Meeting for Worker and supervisors.
- Ensure the use of Personal Protective Equipment (PPE) by all employees at the required area and situations.
- Ensure all Work Permit conditions are fully adhered.
- Liaise with the client on all HSE activities.
- Communicate with all employees to think of various Hazardous / Unsafe conditions involved in various operations before they start the work and hence to avoid unnecessary loss of man-hours & Property.
- Inspect equipment and tools to ensure its safe and proper use to avoid and bypassing of safety devices.
- Identifying the training for newly arrived employees and observes all safety rules and regulations and take necessary action to complete compliances and the Safety Policies for training.
- Responsible for firefighting and health and safety awareness training given to new appointed employees.
- Providing advice and guidance on health and safety standards.
- Advising management and active monitoring for accident prevention.
- Overseeing the development of adequate risk assessment.

- To prepare quarterly evacuation fire/emergency plan and conduct drills accordingly maintain record of it.
 - Support the HSE Manager in ensuring HSE compliance and perform regular HSE audits of the site.
 - Establish and monitor plans for detecting and correcting hazardous conditions.
 - To look after the firefighting appliances, Fire alarms, emergency light, safety sign, floor marking and about careful handling of chemical and use of PPE, s in department.
 - To attend all fire incident and assist the fire fighters of the departments in firefighting.
 - To prepare the fire incident and HSE accident and near miss reports well in time and maintain records of it.
 - Ensure all worksites are HSE compliant with Company policies and safety standards.
 - Disseminate information on safety to all departments/disciplines to alert them on specific hazards and to promote safety awareness
 - To prepare and submit monthly HSE accidents/near miss report and wellness report before each month.
 - To implement the hot & cold work system to prevent the accidents & insure the safe working environment.
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- To ensure that the work being done is carried out by using proper personal protective equipment's (PPE) by the employees
 - To inspect /ensure the safe work conditions in the confined and open places
 - To arrange & conduct trainings & drills for all the employees regarding Fire Fighting
 - Electrical Hazards
 - First Aid & Artificial Respiration & HSE Awareness
 - To develop evacuation routes and emergency assembly points in the building and educate the employees about evacuation procedure in case of emergency or disaster
 - To investigate the root cause of incidents by fault tree analysis (FTA), writing incident reports & suggesting the corrective & preventive actions to avoid the reoccurrence in future
 - To carry out hazard analysis of the plant to reduce & eliminate the health, safety & environmental hazards through correspondence with respective head of departments.

Professional Experience

HSE Officer with Pakistan Tobacco Company (British American Tobacco)

Since 2021-Present

- Inspecting worksites on the daily basis to determine if all environmental and safety regulations being followed
- Develop safety plans for construction sites
- Develop weekly and monthly reports
- Documentation as per method statement and ITPs.

Language Skill

S/No	Language	Read	Write	Speak
1	Pashto	Good	Good	Excellent
2	English	Excellent	Good	Good
3	Urdu	Excellent	Excellent	Excellent

