

MUHAMMAD ARQAM

SAFETY OFFICER

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OBJECTIVE

Seeking a challenging career within a dynamic and progressive organization where enthusiasm, dedication and the ability to manage a team and organization, effectively and reliably are prerequisite in driving the organization forward. I am capable of working for long hours to achieve the goals, can manage and motivate people to get our ambition.

SKILLS & ABILITIES

PROFESSIONAL SKILLS

Project Management | Safety Management | Creative Thinking | Strong Analytical Skills | Problem Solving | Basic lifesaving

TECHNICAL SKILLS

NEBOSH | OSHA | Microsoft Word | Microsoft Excel | Permit To Work

EXPERIENCE

JUN 2023-DEC 2023
SALES INCHARGE

HAIDER COMMUNICATIONS 7704, ALI PUR CHATTAH, GUJRANWALA

- Managed a sales team of 8 and achieved a 100% success rate in meeting quarterly sales goals.
- Collaborated with cross-functional teams to ensure customer satisfaction and long term loyalty.

JAN 2024-CONTINUE
SAFETY OFFICER

HAFEEZ FOUNDRY WORKS, TUFAIL TOWN RAJKOT, GUJRANWALA

- Trained and educated staff on safety policies and procedures.
- Monitored and inspected equipment to ensure proper maintenance and safe operations.
- Investigated and reported the accidents and incidents on workplace.

EDUCATION

2021-2023
Punjab Group of Colleges

Higher Secondary Certificate (HSC) in Computer Science
Gujranwala, Pakistan

2019-2021

Secondary School Certificate (SSC)

Jinnah International Public School

Gujranwala, Pakistan

CERTIFICATES

- NEBOSH International General Certification (IGC) in Health & Safety *March 2024*
- Fire Safety *Jan 2024*
- First Aid *Jan 2024*
- Chemical Safety *Jan 2024*
- Permit To Work *Jan 2024*

LANGUAGES

- English (Professional Level) Urdu (Native language)