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Personal Details

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| Name: Abdul Muthalib.Nationality: Indian.Position: Safety Officer.Education: secondary school.Professional certificates: Fire and Safety Engineering(Diploma). LunaInstitute of EngineeringTechnology(2004-2007)  Kerala,India**.**  Electronic Engineering Course. Seethe sahib memorial polytechnic.  (1986-1989) Kerala, India. Computer Skills: MS Office, Photoshop.Language: Urdu, Arabic and English.Mobile Phone  050- 4134777. UAE.E mail: muthalibmarly@yahoo.comAchievements: UAE Driving License. Working Experience-11 years |
| Company: S.S. Lootah contracting Co. Dubai.Current Designation: Safety Officer. From 2008.Project: Towers SH. Saif Bin MDAl.nahyan,Abudhabi.Responsibility: Report to Project Manager.Company: SH. Zayd Bin Sultan Al Nahiyan,AbuDhabi.Designation: Safety & Security Officer.Responsibility: Private engineering Dpt.Period: 2000-2003.Company: Abu Dhabi Air Force.Designation: Fire Alarm Technician.Period: 1994- 1999.Responsibility: Fire Protection for Aircraft Hangers. |

Training Attended

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| Specialized Scaffold Safety Training attended. (25thJanuary 2010).Mirdif Security and Safety Consultant Abu Dhabi, UAE. Occupational Safety and Health Administrations: Training attended. 4 October2008) National Incident Management Solutions, Abu Dhabi, UAE. General Safety Training course attended. (24th December 2007). Gulf Technical & Safety Training Centre (L.L.C.) Abu Dhabi, UAE. |

Responsibilities

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Develop & Implement project specific safety management plans.
Provide safety support during project development and execution.
Coach and influence project management personnel to effectively manage project safety.
To develop and implement the construction emergency plan for the specific project needs.
Actively monitor project safety performance, Tool box meetings and safety meetings.
To check sub contractors overall safety performance periodically throughout the project.
Provide advice & feedback to management and contractors related to safety matters.
Introduce accident & incident reduction / prevention programs.
Give First Aid where necessary.
Develop, implement and update health & safety policies and procedures.
Review and to develop improvement programs to reduce risks.
Provide communication & awareness of all health & safety issues through safety training.
Lead the campaign of preventative action to detect any potential near misses or accidents.
Monitor and report on AFR - Accident frequency rate
Follow up on corrective action of incidences on site in line with company policy.
Carry out safety audits at pre-determined intervals.
Advise management on matters relating to safety, health and welfare for employees.
Manage all HSA notifications and correspondence.
Advise management on matters relating to environmental issues and legislation.
Supervise work and provide guidance to Health & Safety personnel and concerned in charges.
Draft daily, weekly and monthly reports on safety related matters.
Conduct & maintain records of statutory inspections & audits on site. Compile and update all safety documentation on site.
To prepare Risk assessments for each and every activity.
To conduct General and Specific Safety inspection at site and to eliminate the unsafe conditions as well as unsafe act to visualize zero accident philosophy at site.
To prepare and submit 'Monthly Safe Man-Hours' report to client.
Periodical inspection of fire and safety related equipments.