

CURRICULUM VITAE HSE COORDINATOR

ASIF RAZA (CertIOSH)

PERSONAL:

Education:

- ❖ BSc (Hons) Occupational Safety, Health and Environment (Top up) - In Progress
- ❖ Diploma in Health, Safety and Environmental Engineering (2014 - 2016)
- ❖ Humanities (CBSE)
- ❖ Matriculation Secondary School Certification Islamabad

Certifications/Trainings:

- ❖ International Diploma in Safety Engineering -IDSE (LEVEL-6)
- ❖ UNIT-1 Achieving Continual improvement in OH&S Management System
- ❖ UNIT-2 Principles and application of Science and Technology
- ❖ NEBOSH (IGC1, IGC2, IGC3)
- ❖ ISO 45001-2018 Occupational Health and Safety Management Systems
- ❖ H2S & BOSIET (Hydrogen Sulfide & Basic Offshore Safety Induction and Emergency Training)
- ❖ Institution of Occupational Health and Safety (IOSH)
- ❖ Occupational Safety and Health Advanced Diploma (IASP)
- ❖ BLS, FIRST-AID, AED

IQAMA No. (Valid and Transferable)

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Valid SAG DRIVING LICENSE

OBJECTIVE:

Qualified HSE Coordinator seeking situation that allows me to use my knowledge to gain business for the company and to bring about positive change, a position with an outstanding career opportunity that will offer a rewarding work environment along with a winning team that will fully utilize management skills.

EMPLOYMENT HISTORY:

SAIPEM SAMPROJETTI

SAUDI ARAMCO

LTA-43 Berri Downstream Pipelines

Project

Designation: HSE Coordinator/Supervisor

Location: Al Jubail, Eastern Province, KSA.

Duration: October 2023 to December 2025

Responsibilities:

- Implement and Enforce Health and Safety Policies and Procedures.
- Implemented and enforced Saudi Aramco HSE standards across all project phases
- Led incident investigations and root cause analysis in line with Aramco's guidelines (SAEPs)
- Delivered project-specific HSE inductions, awareness sessions, and toolbox talks to multinational workforce
- Ensured full compliance with SAIPEM and Saudi Aramco's Environmental Protection Procedures (EPPs)
- Conducted hazard identification (HAZID), Job Safety Analysis (JSA), and risk assessments
- Coordinated emergency response drills in alignment with Aramco's Fire Protection Department (FPD) protocols
- Monitored subcontractor HSE performance and ensured alignment with project HSE plans
- Maintained and submitted daily, weekly, and monthly HSE reports to project management and Aramco representatives
- Supported ISO 45001 and ISO 14001 compliance during internal and external audits.
- Facilitate and participate in the management walkthroughs to assess

overall safety performance.

- Address any safety measures or issues raised during management walkthroughs.
- Collaborate with Aramco representatives during walkthroughs, such as Loss Prevention representatives and SA project management teams.
- Provide support and guidance to ensure compliance with Saudi Aramco's Safety standards.
- Preparation of Daily, Weekly and Monthly HSE Reports document HSE Data.
- Promoted Behavior-Based Safety (BBS) practices to reduce unsafe acts and improve site culture
- Participated in weekly coordination meetings with client and contractor teams to address HSE concerns
- Implemented environmental controls to reduce emissions and prevent spills during construction
- Controlled Permit-to-Work system and ensured proper authorization for critical activities
- Tracked and analyzed HSE KPIs to support continuous improvement efforts
- Acted as key point of contact for HSE communication between SAIPEM, subcontractors, and Saudi Aramco HSE team
- Review and update risk assessments/JSA and other HSE deliverables based on changes in project/work conditions.
- Conduct regular audits to assess the effectiveness of safety measures in place.
- Ensured safe transportation, handling, and disposal of hazardous materials per Aramco Environmental Regulations
- Contribute to the enhancement and conformant of the company's HSE programs.
- Managed PPE distribution and compliance with project-specific safety requirements
- Ensuring accurate and timely reporting to meeting company and regulatory requirements.
- Conduct regular drills and training sessions to ensure preparedness.
- Conduct regular risk assessments to identify potential hazards and implement mitigation measures.
- Supervised high-risk activities including hot work, lifting, excavation, and confined space entry under PTW system
- Participate in continuous improvement initiatives related to health and safety.
- Other duties related to the function

ACBI / McDermott

SAUDI ARAMCO

North Jeddah Bulk Plant Restoration Project (NJPB)

Designation: HSE Supervisor

Location: Jeddah

Duration: October 2022 to October 2023

Responsibilities:

- Attending TBT's and provide input where Applicable
- Planning safe working practices and making necessary changes
- Keeping up to date and ensuring compliance with current health and safety legislation
- Making regular site inspections
- Making recommendations and ensuring that all operations comply with OSHA and Saudi Aramco Safety standards.
- Providing Health and Safety Training courses for employees
- Investigating/recording incidents, near misses, complaints and cases of ill health
- Compiling statistics, writing reports.
- Undertaking risk assessments
- Identifying potential hazards
- Organizing/attending health and safety meetings
- Determining ways of reducing risks
- Other duties connected with the function.

Samsung Engineering & Construction (SECL)

SAUDI ARAMCO

Hawiyah Unayzah Gas Reservoir Storage (HUGRS)

Project Designation: HSE Supervisor

Location: Hawiyah Eastern Province

Duration: March 2020 to October 2022

Responsibilities:

- Communicate safety rules and standards to the workforce
- Understand safety and health requirements of the contracting particular schedule 'D' including CSSP
- Assist the field safety officers by implementing safety standards in order to promote high reliability organization.
- Assist the construction team in advising how to minimize risk to acceptable level.
- Correct unsafe acts and conditions on spot.
- Applying knowledge of all Saudi Aramco General Instructions (GI) with respect to specific activities and heavy equipment
- Visibly demonstrate with everyone by setting consistently a good personal example, initiative and activities on and off the job throughout duration of the work and my employment on the project.
- Conducts regular site safety inspection and prepare necessary observation reports.
- Ensures that all personnel have received appropriate safety and health training as stipulated in the specific project CSSP.
- Enforces all working crew to wear appropriate PPE during entire course of the job Implements lessons learned from incidents, safety audits and reviews/ incident trending analysis.
- Ensures all mechanical and heavy equipment operator have a valid Saudi Aramco certification and it is compatible to the equipment being used.
- Verifies all heavy equipment, lifting equipment, slings and rigging hardware have valid 3rd party certificates and daily inspected prior to use/operate.
- Ensures strict implementation of permit to work system and comply with the Saudi Aramco requirements specially when working within restricted areas.
- Communicate safety rules and SA standards to the contractor site management and subcontractor workforce.
- Participate in incident investigations, safety meetings, drills, etc., and conduct/facilitate safety training sessions

Hyundai Engineering & Construction (HEC)

SAUDI ARAMCO

Ethane Deep Recovery Facility (EDRF Project)

Designation: HSE Officer

Location: Uthmaniayah Gas Plant

Duration: May 2017 to March 2020

Responsibilities:

- Conduct daily work site inspection to identify and immediately correct unsafe acts and conditions.
- Conduct safety kick-off meetings to explain site specific safety requirements.
- Participate in drills and safety meetings and provide recommendations to verify corrective actions have been taken
- Conducts safety inspections and walk-through.

- Ensures safety information to employees with proper materials.
- Ensures any permit-to-work activity carried out is valid and comply with standards.
- Push for the necessity of welfare facilities at the site for crew workers such as provision of toilets, wash basins, food, smoking & rest shelters etc.
- Takes the lead in following safety requirements.
- Conducts daily tool box talk prior to start the job
- Advocates, implements and administers the company safety programs and policies.
- Conducts safety inspections and walk-through.
- Ensures safety information to employees with proper materials.
- Ensures any permit-to-work activity carried out is valid and comply with standards.
- Document and coordinate safety activities and findings with Safety Supervisor.
- Reporting incidents like near misses to Safety Supervisor.
- Takes the lead in following safety requirements.
- Conducts daily tool box talk prior to start the job.
- Advocates, implements and administers the company safety programs and policies.

DAELIM

Sadara Isocyanates Projects - CHEM-II

Designation: HSE OFFICER

Location: Al Jubail KSA

Duration: August 2015 to April 2017

Responsibilities:

- Conduct weekly safety meetings for personnel.
- Conducts safety inspections and walk-through.
- Ensures any permit-to-work activity carried out is valid and comply with standards
- Understand safety and health requirements of the contract in particular Schedule “D” as well as contractor CSSP.
- Conduct daily work site inspection to identify and immediately correct unsafe acts and conditions.
- Document and coordinate safety activities and findings with safety manager.
- Immediately report all incidents, unsafe conditions and defects in equipment to the contractor site management and SAPO.
- Ensure equipment and tools for instance power tools are in good operating condition and properly used.
- Commend personnel who by verbal and written action to eliminate hazards
- Advocates, implements and administers the company safety programs and policies.
- Other duties related to the function.

Strength, and Abilities:

- Project specifications S.M.S
- Familiar with the Saudi ARAMCO Standards, G. I's etc.
- Documentation (Safety Management System)
- Incident reporting and Investigations
- Risk assessment
- HSE Trainings
- Safety Audits
- Behavior Based Safety (BBS)

Skills:

- Excellent communications and interpersonal skills
- Team-oriented skills
- Problem solving
- Adaptability
- Great ability to collect data compile and make reports
- Strong ability to maintain and follow safety Procedures.
- Project planning and Team building a ability
- MS Office
- Project Documentations

Languages:

English	-	Fluent
Arabic	-	Conversational
Hindi/Urdu	-	Fluent

AREAS OF EXPERTISE:

- Developing and reviewing HSE Plans.
- Work Permit System
- HSE Compliance & Auditing
- Risk Assessment & Mitigation
- Incident Investigation & Reporting
- Permit to Work (PTW) Systems
- Emergency Response Planning
- Behavior-Based Safety (BBS)
- Environmental Management (EPPs)
- Regulatory Compliance (Saudi Aramco Standards)
- Environmental Management system
- Emergency preparedness and response
- Emergency preparedness and response drills
- Excavation and Trenches and retaining walls
- Prevent collapse - shore, bench or batter back
- Scaffold, working at height, Fall protection system
- Electrical Installation
- Abrasive Blasting and Painting Works
- Nitrogen Purging, Hot Tapping
- Residential Facilities Inspection
- Pre-Commissioning activities
- Traffic Control
- Hydro, Pneumatic Testing, Radiography
- Etc.

AIM ZERO ACCIDENT