

ĐÀO NGỌC TUYỂN Health Safety Environment

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A: 29/7 Le Tan Quoc, Tan Binh District, HCM City

OBJECTIVE: Make the organization safer, more secure and sustainable

SKILL

- Planning & Management
- Logical Thinking
- Handle pressure & multi-task
- Problem solving
- Proficiency in Microsoft Office
- English influence

REFERENCE

- Mr. Nguyen Vu Nghi
 +84 987 088 551
- Mr. Daniel Xu
 +65 9852 6961

EDUCATION

- Nong Lam University Engineering of Environmental Management
- Center of Industrial Safety II Occupational Health & Safety Management
- CSED Energy Management
- HR Security Security Management

CERTIFICATE

- Awareness & Internal Audit according to ISO 9001; ISO 14001; ISO 45001; ISO 50001 & ISO 22000
- Energy Management Officer
- Labor Safety Trainer
- Safe storage and disposal of hazardous substances

WORKING EXPERIENCE

♣ From July 2022 to Mar 2025: Working for Shopee Vietnam

Position: Health Safety Environment & Facility Lead (03 Warehouses in Southern VN) Responsibility:

- Establish and maintain Health, Safety, Environment Management System for the warehouse in compliance with laws, regulations and other requirements
- Conduct risk assessments to identify potential health, safety, and environmental hazards. Provide recommendations for improvements and corrective actions to mitigate identified risks
- Manage planned and unplanned external audit to ensure conformance with customer's requirements
- Conduct HSE inspections, accident investigations, ensure corrective and preventative actions (CAPAs) are closed on time
- Manage and provide HSE Training for all associates and contractors to compliance with local laws and Shopee's requirements
- Promote safe and health working condition through HSE promotions, training courses, drills...
- Work closely with PMO & OPEX Team to set up new warehouse to ensure warehouse facilities are safe, healthy workplace, secure and meet operational needs
- Manage maintenance team to ensure all equipment is properly set up and maintained
- Plan and carry out the Repair, Preventive maintenance (urgent, period) to ensure all critical equipment have not interrupted or shutdown.
- Budget planning, estimation and control related to HSE & Maintenance: equipment, facilities maintenance & repair; HSE programs & improvement activities...

From November 2017 to July 2022: Working for Lazada Vietnam

 Jan 2022 to July 2022: Manage 10 facilities: HCM Fulfilment Center, 09 Hubs in Southern VN Position: Health Safety Environment & Security Cluster Lead

• June 2021 to Jan 2022: Manage 02 Fulfilment Centers: HCM & Bac Ninh

Position: Health Safety Environment & Security FFM Lead

Nov 2017 to Jun 2021: Manage HCM Fulfilment Center

Position: Senior Health Safety Environment & Security Supervisor

Responsibility:

- Together with HSSE Manager to develop and implement HSE Management System to comply with Vietnam legislation and Lazada Standards.
- Work closely with Operation team on the implementation of HSE policy, procedures, annual improvement plans and related programs to ensure full compliance.
- Work closely with Operation team to identify and eliminate workplace hazards and mitigate risks and minimize negative environmental impact
- Manage and provide HSE Training Plan for all associates and contractors to comply with local requirements.
- Manage planned and unplanned HSE Audit Program to ensure conformance with Lazada requirements and customer's requirements.
- Conduct HSE internal and external audit for Lazada's Fulfilment Center, Sort & Hub.
- Manage the Third-Party Security Services Provider and evaluate performance/ disciplining...
- Develop, implement, and maintain Security Rules and Procedures, Security Control Plan to comply with Lazada's Standards.
- Analyze and evaluate security operations to identify risks or opportunities for improvement.
- Develop and manage Security Control System: CCTV, Security Alarm, Access Control...
- Drive continuous improvement and cost saving opportunity determination for HSSE Department.

From October 2015 to November 2017: Working for Motul Vietnam

Position: Health Safety Environment Coordinator

From September 2014 to July 2015: Working for Masan Industrial Co., Ltd.

Position: Safety Health Environment Supervisor

From February 2012 to September 2014: Working for Cai Lan Oils & Fats Industries Co., Ltd.

Position: Health Safety Environment and Security Supervisor

From July 2010 to February 2012: Working for Petrolimex Paints Co., Ltd

Position: Health Safety Environment Officer

From October 2009 to July 2010: Working for Center for Environmental Technology

Position: Technical Support

Thank you for taking the time to read!

Sincerely,

Tuyen Dao