



Le Manh Cuong

DATE OF BIRTH: APRIL 04, 1998

GENDER: MALE

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OBJECTIVE

I desire to apply for the position of HS Supervisor to contribute my energy and knowledge to the long-term development of the company and become the head of the accounting department in one year. I hope you can look over my resume.

EDUCATIONAL BACKGROUND

2016 - 2020: Bachelor's Degree

School: Trade Union University

Major: Labor Safety

Gpa: 2.64/4.0

2022 - 2024: Master's Degree

School: Trade Union University

Major: Occupational Safety And Health Management System

Gpa: 3.30/4.0

WORK EXPERIENCE

December 2022 – The Present

Position: EHS Specialist – VinFast Hai Phong

Main Jobs: Occupational Safety Team

- Prepare for all internal and external audits from Governments, Client,...ensuring 100% compliance.
- Coordinate with Workshops/Departments to take the necessary actions to meet EHS local Viet Nam's regulations and Client requirements.
- Review, update new regulations of Vietnamese EHS law and deploy to all related Workshops and Departments.
- Maintain, update EHS procedures for implementation at the plant, ensuring compliance with ISO 45001 standards and legal standards.
- Organize periodic safety training courses as required by Vietnamese EHS law such as newcomer training; safety training for groups 1,2,3,4,5,6; chemical safety training according to Decree 113.... and training courses as required by the group.
- Coordinate with Workshops/Departments to conduct occupational risk assessments as required by law, train all employees in the factory on risk assessment procedure and results and update when there are changes.
- Manage ECPL (Energy control and Power lockout) program: Renew, update ECPL and training.
- Incident investigation and report, coordinate with Workshops/Departments to take the corrective actions to prevent similar accidents from happening in the future and make single point lesson or safety note to training all employees.

- Perform daily EHS SOI (Safety observation index), weekly inspections and follow up to close issues on time, make a report to plant manager.
- Manage PPE program in the plant.
- Organize and deliver annual emergency drills (Fire drill, chemicals leak,...)
- Support safety for contractors: Projects, safety working plan,....
- Fire protection requirements.
- ISO coordinator.
- Other tasks assigned by Manager....

April 2020 – November 2022

Position: Leader of Fire prevention and fighting team – Safety Affair Department at Honda Viet Nam

Main Jobs: Fire prevention and fighting.

- Establish a Quality Control Process (PDCA) and make a detailed action plan for weekly Fire prevention and fighting operations. Implement all action plans and periodic plans on firefighting at Honda Vietnam Headquarters in Vinh Phuc.
- Closely monitor firefighting facilities (supply, maintain, store, replace, repair) to ensure adequate level of protection.
- Check and decide on the training contents and carry out training courses on firefighting - fire prevention and rescue for Ha Nam factory. Performing risk assessments & training on fire risk of insurance companies.
- Identify, develop and continuously update Honda's regulations, rules, laws and fire engines related to the production/operation of Honda Vietnam.
- Participate in receiving projects on fire and explosion issues with fire protection police. Prepare and review answers to the government's inspection and evaluation agency (BVC).
- Organize propaganda and fire prevention and fighting competitions to raise awareness for Employees. Join in acceptance construction on fire/explosion with fire police.
- Make a monthly report to the Board of Directors. Make a half-year report to the Fire Protection Police.
- Advise and support all legal requirements for other agencies (HEAD/agent, supplier)

Sub Jobs: OHS and ISO 45001

- Synthesize information and make monthly reports on occupational accidents and general safety conditions for managers at all levels.
- Work accident management (report, investigate, report, pay insurance benefits and retain documents).
- Implement occupational safety measures, such as inspection of the working environment, on-site inspection, management of machinery and equipment with strict safety regulations and safety campaigns according to government, corporations Honda and partners to reduce the risk of injury/occupational illness.
- Chemical safety management; including conducting risk assessments for new chemicals, advising departments, on-site chemical safety testing as required by law.
- Monitor the performance and effectiveness of Personal Protective Equipment (PPE) & machines to recommend changes to improve.
- Training OHS for newcomer & associates
- Check safety plan, patrol & train for all outsiders (makers) working in HVN.
- Attend and contribute ideas and measures to operate and promote the Safety Committee. Coordinate and support control safety system (ISO 45001) in Ha Nam factory.

- Conduct & join in ISO 45001 Internal/External audit. Etc...

CERTIFICATIONS

APRIL 2020	- CERTIFICATE OF SUCCESSFUL COMPLETION: INTRODUCTION TO OCCUPATIONAL SAFETY AND HEALTH
JUNE 2020	- THE BACHELOR'S DEGREE: LABOR SAFETY CLASSIFICATION: GOOD
JANUARY 2023	- SAFETY GROUP 2 CERTIFICATE
APRIL 2023	- INTERNAL AUDITOR FROM BSI
JUNE 2023	- SAFETY TRAINER FOR GROUP 4
JULY 2024	- AWARENESS TRAINING COURSE OF ISO 9001:2015, ISO 14001:2015, ISO 45001:2018
SEPTEMBER 2024	- APTIS ESOL INTERNATIONAL CERTIFICATE LEVEL B2
JANUARY 2025	- THE MASTER'S DEGREE: OCCUPATIONAL SAFETY AND HEALTH MANAGEMENT SYSTEM

STRENGTH

- The abilities to learn quick, to adapt to the new job.
- Working well under pressure.
- Basic English communication.
- Responsible for the work.
- Safety Training skills
- Presentation.

