



SHAHJAHAN KHAN

PROJECT SAFETY MANAGER (VETERAN INDIAN AIR FORCE)



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Tarsali Sussein Ring Road,
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India

PERSONAL DETAILS

Date of birth / Place

11 November 1962 / Ambala (Punjab)

Indian Passport No.

Z2166651

Issued on: 30-03-2012

Validity up to: 29-03-2022

Marital status

Married

Nationality

Indian

DRIVING LICENSE

LMV : GJ06 20030017763

Expiry date on: 10

REFERENCES

Mr. Raju Thakar

Veteran, Indian Air Force

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ABOUT ME

- Indian Air Force Veteran with 30+Years of experience that includes 10 years of international Safety oversight work, Health, Environmental, Administration and Security professional in Commercial transportation infrastructure Airport project at Saudi Arabia and mass transit systems Dubai Metro project in UAE and at U.S. military NATO base construction projects in Afghanistan.
- Proficient in 7"S", SEIRI (Sort), SEITON (Systemize), SEISO (Sweep Clean), SEIKETSU (Standardize), SHITSUKE (Sustain), SECURITY (Defense) SAFETY (Safety measures) "KAIZEN" (Continuous Improvement), POKAYOKE-(Mistake Proofing, Problem Solving), Behavior Based Safety-(BBS) and Mental Health First Aid (MHFA) by implementing in accident prevention, investigation, Administration, Security, Safety Training and Environmental protection while working with multinational and National Company workforces.

WORK EXPERIENCE

ASSISTANT MANAGER (SECURITY, FIRE SAFETY HOUSEKEEPING)

Dhiraj Hospital, Constituent Of S.B.K.S. Medical College Sumandeep Vidyapeeth Deemed to be University / Vadodara/**Jun 2020 - Oct 2020**

Managing Vigilance, Security, Safety, Transport and Housekeeping in Dhiraj Hospital.

CHIEF VIGILANCE SECURITY OFFICER: (August 2016 to November 2018)

Skill: Physical security, Electronic security, Asset protection, Loss prevention, site security operations, CCTV monitoring, Executive protection, Project management

Access Control Men, Material, Information Vehicles. Check deploys adequate manpower for managing access control Property Protection in the zone. Monitor checking of valid incoming/outgoing vehicles/men/material from the zone. Monitor logging of material transition to-n-from the zone. Ensure random checking with metal detectors, mirror trolley etc. Monitor and randomly check Material gate passes and tally authorized signatures. Ensure smooth incident free traffic movement (men vehicle) in company premises. Update/plan strategic initiatives for betterment improvement of Access Control System.

Asset Protection: Ensure security of Identified critical infrastructure in zone. Ensure Safety Security of office / company asset. Monitor ensures Security operations as per laid processes and procedures. Monitor and ensure availability and up-keeping of Security infrastructure, security gadgets and automation.

Situational Awareness: Awareness about special INTELLIGENCE inputs (internal team / own resources) to change the Security level. Develop a reliable Internal External security intelligence support network for asset protection. Security Awareness program for employees and contract workmen. Daily security tool box talk for workmen.

Governance Mechanism: Monitor conducts briefing of Shift Security Supervisors / guards. Special checks, night rounds, mock drills and inputs from other functionaries etc. for performance monitoring. Ensure effective CCTV Surveillance and initiate immediate response, as per SOPs, on receipt of Alarm / Notification / Event in Security Control Room Operations. Ensure 100% training of Security personnel for skill / knowledge development. Monitor proper display of Security Safety slogans / posters / pictures.

Training, Inspection and Investigation Skill: To impart training to all the VIVEC Students and Staffs in 5"S", SEIRI (Sort), SEITON (Systemize), SEISO (Sweep Clean), SEIKETSU (Standardize), SHITSUKE (Sustain) "KAIZEN" (Continuous Improvement), POKAYOKE-(Mistake Proofing, Problem Solving), Behavior Based Safety-(BBS) and Mental Health First Aid (MHFA), Disaster Managements. Ensure Emergency evacuation training is conducted once in Half Yearly and readiness to emergencies such as Fire, Earthquake, Flood Gas Leakage, Theft Control, Liasioning, etc.

WEBSITES SOCIAL LINKS

LinkedIn:

<http://in.linkedin.com/pub/shahjahan-ibrahim-khan/3a...>

SKILLS

Operational improvement

Reports generation and analysis

Team building

Team management

Project Management

Domestic and International Experience

Budgeting

Computer Proficient

Conducting risk assessments

Lead Development

Verbal and written communication

Results-oriented

Legal Compliance: Excellence governance in Vigilance, Security, Safety, CCTV Surveillance, VIVEC Campus discipline, Canteen Catering facility, Housekeeping Hygienic, Eco friendly Garden campus, Waste management, Store inventory management, Maintenance repair, installation and construction of systems, building, and infrastructure, Employee transportation, Pest control, etc. meet the needs of the institute SOPs, government regulations and environmental, health, security standards compliance.

Management Confidence: Lead in managing multi-disciplinary teams of staff including Hostel Wardens/Residential Administrator, Canteen Supervisor, Maintenance Supervisor, Security Supervisor, Housekeeping Supervisor, Garden In-Charge and Transport In-Charge in the field of and legal Administration Compliance.

Residential Administrator (Dec-2018 to May 2020): Collect, analyze, report, and make recommendations on various aspects related to residential services like occupancy, maintenance, food, incident reports, security, Health Safety and Environmental etc. Oversee health, hygiene, general life of the students and maintaining discipline in hostel Campus. Assist in getting timely medical aid. Ensure that the students observe the Regulations and Discipline in accordance with the rules framed thereof. Report to the Reporting Head, all cases of misbehavior, indiscipline and illness of students residing in the hostel. Manage all aspects of the VIVEC residential services for students and staff. Coordination ensures good food facility in the mess. Upkeep of record of movement of students. Coordination ensures good House Keeping supervision in different areas as well as gardens. Effectively train, assign, direct, control, counsel, discipline, and evaluate performance of the other Warden, residential/supporting services staff.

HEALTH SAFETY MANAGER

AFCEE Afghan National Army Air Corps (ANAC) Phase IV Project, USACE Afghan National Army (ANA) Small Arm Range RMTC Project at Kandahar Airfield, Counter Narcotics Police Regional Law Enforcement Center project, USACE Troop Housing Project, Bagram Airfield, USACE Cargo Handling Area and SWM Complex/ Fuel Storage/Distribution Project, FOB Dwyer Airfield.

Nov 2010 - July 2014

Performs safety and occupational health management, surveillance, inspections and safety enforcement for contractors as per USACE EM- 385-1-1 Safety and Health requirements Manual / OSHA requirements. Works as the general site Competent Person. Oversees compliance with the APP procedures and OSHA regulations through informal daily inspections. Develops or assists subcontractors with the development of project-specific Activity Hazard Analyses (AHA) before work begins. Works as a member of the QC staff on matters relating to safety and health. Stops work if unacceptable safety and health conditions exist and taking necessary action to re-establish and maintain safe working conditions. Consults and coordinates modifications to the Accident Prevention Plan (APP) with the Project ESQ Manager, ECCI PM, and designated USACE representative. Ensures all site personnel and visitors are properly trained in site hazards. Conducts air monitoring and prepares air monitoring reports. Conducts site safety surveys and maintaining deficiency logs. Ensures accidents are reported, investigated, and corrective actions are implemented. Monitors decontamination methods to determine effectiveness. Ensures proper training on PPE usage and monitoring the effectiveness of the PPE program. Maintains all required safety and health records (e.g., OSHA 300 Logs, incident/accident reports, training certificates and qualifications, equipment checklists, safety plans, air monitoring data and reports).

SAFETY OFFICER

Lindner Depa L.L.C. / Dubai Metro Railway Project, Dubai, United Arab Emirates.

Oct 2008 - Nov 2010

Conducted daily toolbox talk before start of the work. Inspected the jobsite before and after the work in accordance with the site safety work permit. Responsible for the safety of employee as well assets of the company. Conducted housekeeping in stores and yard off/onsite as per 5 "S" concepts. Performed periodic inspections of fire extinguisher and tagging system. Educated workers on fire awareness and motivation of all personnel regarding safety measures. Performed inspections of area to find out unsafe condition/unsafe action and report all potential safety hazards for corrective actions. Follow Testing, Commissioning, Operation, Maintenance and Procedure (TCOMP) by Dubai Metro Rail Project Road Transport Authority.

HOBBIES

7“S”,

SEIRI (Sort),
SEITON (Systemize),
SEISO (Sweep Clean),
SEIKETSU (Standardize),
SHITSUKE (Sustain),
SECURITY (Defense)
SAFETY (Safety measures)

“KAIZEN” (Continuous Improvement),

POKAYOKE-(Mistake Proofing,
Problem Solving),

Behavior Based Safety-(BBS) and

Mental Health First Aid (MHFA)

LANGUAGES

Hindi

English

Gujarati

Marathi

SAFETY SUPERVISOR

Saudi Oger Ltd. / Operation, Maintenance and Custodial Project, King Khaled International Airport, Riyadh, KSA/May 2003 - Oct 2008

Planned and prepared Airport Safety Coordination Training programs and Inspection schedule. Conducted Accident Prevention and Air Operation Area (AOA) Safety permit class. Maintained safety statistics and data regarding accident and incident report. Formed Safety Committee and held safety condition meetings at regular intervals. Complied with all the regulations and requirements of King Khaled International Airport safety standards. Responsible for safety inspections of all airport area, facilities and vehicle/mobile equipment, including inspection of crane operator certificate and rigger certificate. Responded to aircraft emergency/fire accident/industrial accident/road traffic accident, fuel spill/gas leakage or any other emergency within King Khaled International Airport. Investigated accidents/incidents and suggested remedial measures to top management to avoid accident/incident reoccurrence.

SAFETY OFFICER

Munjal Auto Industrial Ltd. (Hero Honda Automobile Parts manufacturing units) / Tahsil: Wagodia, Dist: Vadodara. **May 2002 - Apr 2003**

Provided training to worker on philosophy of accident prevention and safety equipment during peace/emergency situations. Implemented “KAIZEN” (Continuous improvement) and 5 “S” concepts in organization including training awareness to the employees. Ensured enforcement of preventive and safety precautionary measures against accident/Incident, safe handling of materials and chemicals. Ensured safety during repair and maintenance jobs. Assisted in the use of protective safety appliances and other emergency handling equipment. Monitored inflammable gas vapors in case of any emission from the plant or other area. Conducted safety committee meeting and maintained relevant document. Implemented safety and fire systems including health and environment policies. Carried out on/off site simulated/actual exercise and natural disaster/civil unrest rehearsal drills. Informed the chief controller of explosives in case of fire/explosives/chemical leakage in licensed storage installation. Inform the office of factory Inspector in case of fatal and other serious casualties. Informed the Pollution Control Board as per the statutory requirement after consulting the incidence controller/site main controller. Implementation of Security Systems / Policies, Security of Material Property, Supervision of Incoming Outgoing Materials, Gate Control.

FIRE WARDEN INSTRUCTOR

National Fire Academy, Vadodara, Gujarat / Vadodara, Gujarat, India/ **Oct 2001 - Apr 2002**

Conducted physical Training, fire drill and fire lectures for the sub-fire officer and firemen trainees. Performed periodic inspections and performed maintenance as per schedule of portable first aid fire extinguishers, trailer/portable fire pump, water/water foam tender/crash fire tenders and fire installations. Full responsibilities for maintenance of equipment, housekeeping, liaison with government officials, sanitation and hygiene of the academy, allocation of trainees accommodation, maintenance of inventory, review and audit of store, provision of stores at a different level, receipt and issue of stores, maintenance of messes. Responsible for all compliance of receipt and dispatch of correspondence, maintenance of vehicles including log book and POL.

SENIOR NON-COMMISSIONED OFFICER (SNCO), AIR TRAFFIC SERVICES OPERATION (ATS Ops)

Indian Air Force / Air Defense, Security, Safety, Indian Air Force Bases Nationwide/July 2001 - July 2001

Worked as In-charge Fire and Safety, (Crash Fire and Rescue Safety Vehicles, Maintenance and Training). Worked as Senior Non-Commissioned Officer In-charge Fire Station, In-charge Air Traffic Control Tower, In-charge Runway Control, In-charge Air Field Maintenance and Operation at various joint and military air fields. Proficient in air crash firefighting using different types of crash tenders and rescue operations. Performed inspection and maintenance of first aid fire extinguishers, trailer/portable pump, water/water foam tender/crash fire tenders and fixed fire installations. Supervised Air Field Safety Operations and Air Traffic Control Services and maintained relevant records and documents. Conducted air traffic control and safety briefing Suggesting and advice the management on the measures to be taken to ensure entire Safety of works. Responsible for overall supervision and control over the works of the subordinate including allotment of duties. Received training in exercising adequate measures for safeguarding the government/civil property from theft, fire risk and sabotage. Worked as an Indian Air Force Police at various place of Indian Air Force units in absence of actual IAF Police. Handled small arms. Main gate duties included checking of personnel and material both incoming and outgoing to prevent theft. Ensured system for material/movement through security department. Checked identity cards of employees, contractor and laborers. Maintained close liaison with local police, intelligence units and government officials. Conducted verification of character and antecedents of all workers and personnel including security staff. Maintained records of all bad elements surrounding the works and to keep close watch on their movements and activities.

EDUCATION

Bachelor of Arts

Kakatiya University / Warangal, Andhra Pradesh / 1995

Air Traffic Services Operation (ATS Ops)

Mechanical Training Institute / Air Force Station, Tambaram, Tamilnadu / 1981

Airfield Safety Operation Course from Indian Air Force Mechanical Training Institute, Chennai (Equivalent to Air Traffic Controller and Fire Prevention Officer)

Military Graduation

Indian Air Force / Indian Air Force Bases, Vadodara / 2001

Certifications

Professional Accreditation

- Certificate of Completion-Break the Chain of COVID-19 Infection.
- Safety and Health in Construction from e-learning, online education-Alison, by Irish social entrepreneur Mike Feerick.
- First Aid CPR AED from American Heart Institution.
- OSHA (Occupational Safety and Health Administration) Outreach Training Program (30 hours) from Gulf Test Safety Consultancies, Dubai, UAE.
- Managing Safely from Institution of Occupational Safety and Health (IOSH) in Association with TWI Gulf, Dubai, UAE.
- TCOMP (Testing, Commissioning, Operation, Maintenance and Procedure) course from Dubai Metro Rail Project, Dubai, UAE.
- Aluminum Mobile Tower Scaffold, Hoist Operation and Upright Scissor lift course from Al-Laith Scaffolding Company, Dubai, UAE.
- Industrial Safety Course from King Khaled International Airport, Riyadh, KSA.
- Fire Warden, Fire Safety and Extinguisher Training Certification from Fire Department, DynCorp International, Dwyer, Afghanistan
- Basic Fire Prevention and Fire Safety Course from King Khaled International Airport, Riyadh, KSA.
- Civil Defense Course from Civil Defense Headquarter, Vadodara, Gujarat.
- Diesel Mechanic 1 Year ITI from Directorate of Employment and Training, Gujarat.
- Diploma in Rail Transport Management from Institute of Rail Transport New Delhi.
- Air Crash Rescue and Firefighting course from Defense Institute of Fire Research, Delhi.