# CAREER PROFILE



***ALEXANDER RAPHAEL SAFETY OFFICER***

***CONTACT***

***Mobil: 91 7908448726***

***Email:*** [***alexander.raphael65@gmail.com***](mailto:alexander.raphael65@gmail.com)

***CORE COMPETENCIES:***

* ***HSE Management.***
* ***Risk Mitigation & Control.***
* ***Environment & Safety C0nditions.***
* ***Hazard Analysis.***
* ***Audits & Compliance.***
* ***Incident Investigation.***
* ***Emergency Report.***
* ***Team Management.***

***REPORTS & PERMIT RESPONSIBILITIES:***

* ***Daily Report.***
* ***Accident / Incident Investigation Report.***
* ***Monthly Safety Report.***
* ***Violation Report.***
* ***Excavation Work Permit.***
* ***Hot & Work & Cold Work.***

***CERTIFICATION:***

* ***Diploma in Fire & Industrial Safety Management from ARAB Technical Institute, Jamshedpur.***
* ***NEBOSH from RRC Dubai .***
* ***First Aid Training from Government of U.A.E.***
* ***Accident Incident Investigation from Stevin Rock Ras Al Khaimah***

To be associated with an esteemed organization, so that I can apply my Health, Safety and Environment knowledge into real life situations and to commit myself to the development and growth of the firm and consequently improve my skill and knowledge.

# WORK EXPERIENCE

***HSE Officer / July 2018– Jul 2020***

***Company: Shri Maa Polyfabs Ltd. Kolkata.***

***Size: 600 people.***

***Business: Manufacturing Industry***

***FUNCTIONS AND RESPONSIBILTIES***

* Preparation Review, Control HSE Documents, Plan, JSA, Risk Assessment, SOP etc.
* Developed internal risk assessment processes for all departments and maintained the SHE Risk Assessment according to organizational requirements.
* Verify safety precaution stipulated on permit to work, risk assessments and job safety analysis are being implemented.
* Managed site hazards, non-conformance, corrective and preventive actions and bring them to the immediate attention of site supervisor. ( and record )
* Investigate unsafe acts and conditions and provide solutions to prevent recurrence.
* Provide a daily & weekly &monthly, summary report of field HSE issues and activities including HSE documentation, risk assessments, toolbox talks produced etc.
* Managed a register of First Aides and ensure the calibration schedule is maintained. Also the adequate provision of First-Aid and welfare facilities.
* Investigation and analysis of accidents and incidents and reporting to higher authority like Accident, Near Misses, Reporting incidents, LTI-Lost time, NLTI Non-Lost Time Injury incident, First aid incident.
* Generate Accident/Incident Report and Corrective Action and maintain and track safety files, training files, certifications and all licenses.
* Developed paperwork management systems to track training records to track all safety training initiatives conducted personally or by outside consultant and monthly HSE Status report.
* Administered all emergency response activities and recommended improvements as per requirement.
* Conducted emergency drills such as Fire, Medical, Environmental and oil spillage drill.
* Strengthened and maintain required HSE statistic / graphs and key performance for review and report / update to top management.



***HONORS & AWARDS:***

* + ***Excellence Award (Safety Control) from SHRI MAA GROU******P for the year 2018-2019.***
  + ***Increasing awareness of occupational health risks.***

***ACADEMIC CREDENTIAL:***

* + ***State Council for Engineering & Technical Education (May’84***

***– May’87)***

***Junior Engineering Diploma (Courses: Mechanical Engineering)***

***COMPUTER APPLICATION:***

* + ***MS Outlook, Excel, MS Word, Power Point Word, Processing, Spread Sheet, Internet,***

***E lectro-mail.***

***LANGUAGES:***

* + ***English & Hindi (Speak, Read, Write) Bengali –Only speaking***

***PERSONAL INFO:***

***Date of Birth: 23/08/1965***

* + ***Sex: Male***
  + ***Nationality: Indian***
  + ***Religion: Roman Catholic***
  + ***Marital status: Married***
  + ***Home Contact: C/O Mr. Nantu Das Upper Chelidanga, Green Park North. Asansol-713304 Dist: Burdhawan. West- Bengal.India. Mob No: 8927122864***

***WORK EXPERIENCE***

***HSE Office / Sep, 2000 - July, 2017.***

# Company: Stevin Rock - U.A.E

**Size: 500 people: Business: Manufacturing / Mining *Organization certified IMS, ISO including 18001, 14001 and 9001.***

**FUNCTIONS AND RESPONSIBILITIES**

* Developed, recommended and implemented continues improvement to the Health, Safety and Environment program in alignment with the commitment made by the top management.
* Managed safety plans and procedure are in place and are align with policies and regulation.
* Identified what are the health and safety hazards existed at the work site. Completed job level hazard assessment for all key tasks with inherent risk associated with them.
* Managed safety policies, processes and system are updated in line with legislation to support the ongoing monitoring and reporting of safety performances.
* Through education, training and system processes, effectively implemented control to eliminate and minimize hazard.
* Produced comprehensive form and documentation to better facilitate the inspection process at the site.
* Managed all employees have the competence to perform their tasks effectively and safely.
* Administered all emergency response for all location and plan responses for those emergencies including communication, emergency equipment, train employees, practice emergency response drills and recommended as per requirement.
* Coordinated and assisted all incidents in the work site involving employee, visitor, and contractors and identified the root cause and recommended corrective and preventive actions to prevent future recurrence.
* Managed record keeping of occupational health safety environment as per legal requirement, prepared and submit to the top management (Monthly) and also participation in the health and safety programs.
* Assisted to the organization HSE committee and management team for continuous education around the safety and wellness program.

***ADDITIONAL WORK EXPERIENCE***

***Project Supervisor / Jun ‘1987– Mar ‘1997 Company: Tega India Ltd – Kolkata***

***Responsibilities:***

* *Site In-charge #Handling site project work from installation of wear resistance rubber/polymer product in various raw mineral handling equipment’s .*

Projects worked for: NTPC, Steel plants, Iron Ore Mines, Hindustan Copper , Uranium Corporation Of India(UCIL), Hindustan Zinc, Bharat Cooking Coal Ltd and National Minerals Development Corporation.(NMDC).