

Md. Rabby Hasan

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**Objective**

Seeking a leading position of any company to utilize my health safety as well as social compliance related knowledge that encourages communication and values extensive experience with government policy & law.

JOB EXPERIENCE**Assistant Manager**

1st September 2020 to till now

Dewhirst- Shanta Industries Ltd.

DEPZ, Savar, Dhaka

Job Responsibilities:

- Assist to superior to ensure the factories always prepared/ready for following audits like, Social compliance Audit, Technical/Quality Assurance Audit, CTPAT, BSCI, SEDEX, WRAP , Accord - Alliance requirement.
- Developing policies & practices and H&S systems to ensure a safe and healthy working environment.
- Maintain regular monitoring & tracking of requirement of licenses and taking proper actions as well in advance to fulfill the requirement.
- Developing training modules to interpret and comply with local regulations, company policies, and the customer H&S strategy.
- Design internal audit program and the implementation of improvement actions.
- Ensure hazards, near misses, serious incidents and injuries are reported thoroughly investigated, systemic causes are identified with appropriate and effective corrective actions.
- Develop and deliver training and coaching to embed a safe and healthy working environment across all business operations.
- Communicate with the line management to develop safety improvement plans and mentor those involved in implementation.
- Collaborate with various Government Agencies Like BRCA, BEPZA, & different 3rd party Audit & testing company to maintain smooth sectional activity.
- Regular visit the factory premises & identify the risk and find out the immediate as well as sustainable solution.
- Identify all types of environmental negative impact and develop corrective action plans to comply with the local law as well as COC.
- Review the risk assessment policy & procedure & update as required.

Sr. Executive Compliance

1st Feb'19 to 31st Aug'20

Signet Enterprise Ltd

Gulshan 1, Dhaka.

Job Responsibilities:

- Preparing monthly audit plan, conduct factory audit, preparing audit report and providing to the top management.
- Collect periodical updates and follow up the supplier whether the NCs are addressed, and Corrective Actions are taken.
- Identify compliance risk develops/implements corrective action plans for resolution of problematic issues and provides general guidance on how to avoid or deal with similar situations in the future.
- Track CAP on visit/audit reports from the supplier and plan according to follow-up.
- Work with the supplier to confirm the factories are well prepared for new and follow-up audits.
- Assess new supplier, collect audit reports & review the required documents.
- Follow up the suppliers and guide them to keep up to date about the new requirements.
- Maintain supplier database and collect compliance accreditations from the vendors.
- Communicate and maintain liaison with other Department on compliance related queries.
- Preparing factories for Buyer Audit Social and Technical.
- Contribution factories to progress in safety issues according to Accord/ Alliance guiding principle.
- Lead the factory people related to Social Compliance, Health and Safety and Brand protection
- Communicate periodical updates on factories with Buyers as required.

Fire Safety Officer10th Jun' 18 to 31st Jan' 19

Patriot Eco Apparel Ltd

Tongi Bisic Industrial Area, Gazipur

Job Responsibility

- Ensure fire safety for the workplace & building
- Daily fire equipment check & maintain needful action
- Conduct fire drill monthly
- Regular/ weekly fire training with fire safety team & general workers.
- Report to management in case of any risk
- Daily floor visit & ensure to Floor Compliance and follow up the Daily Compliance Check List given by the higher authority of compliance department
- To ensure having personal safety equipment's like mask, metal gloves, eye guard, needle guard, pulley cover, goggles, ear plug, gum boot, rubber apron, ear plug for workers are working in machines & chemical stores
- Conduct the awareness program on rules and regulation, compliance & welfare issues, health, hygiene & safety; first aid etc.
- Conduct all types of Fire & Safety related tasks of a Garments.

ACADEMIC QUALIFICATION

Exam Title	Major	Institute	Result	Pas.Year	Duration
Bachelor of Science (BSc)	Mechanical Engineering	IUBAT-International University of Business Agriculture and Technology	CGPA:3.53 out of 4	2018	4 years
Diploma in Engineering	Ship Building Technology	BIMT-Bangladesh Institute of Marine Technology	CGPA:2.98 out of 4	2016	4 years
HSC	Science	Govt. Tolaram College	CGPA:4.3 out of 5	2013	2 years
SSC	Science	I.E.T Govt High. School	CGPA:4.75 out of 5	2011	2 years

PROFESSIONAL DEGREE**Post-Graduation Diploma-Social Compliance**

Bangladesh institute of Human Recourse Management, Farmgate, Dhaka

Fire Safety Manager Course (6 months long)

Fire Service & Civil Defense, Mipur-10, Bangladesh

SKILLS

Application Package: Excellent Knowledge on Microsoft Office (Microsoft Word, Microsoft power point, Microsoft Excel) Graphics design, Auto Cad.

Language: Fluent in Bangla and English

Training

Training Title	Topic	Institute	Country	Location	Year	Duration
Fire Safety and Compliance	Fire safety and compliance rules	BGMEA and SEAP join project	Bangladesh	Uttara	2018	1 month
Machine Shop Practice	Practical knowledge about all kind of Machine shop instruments and tools	Bangladesh Korea Technical Training Centre	Bangladesh	Mirpur	2017	6 months
Industrial Training	Shipyard	Western Marine Shipyard	Bangladesh	Chittagong	2017	6 months
Auto Cad	2D and 3D	Caddcore	Bangladesh	Uttara	2017	1 month

Reference

Iqbal Hossain Head of HR & Compliance. Signet Enterprise Ltd Gulshan, Dhaka. Phone :01992022017 Email: hr.sfd@sfdenim.com	Tanvir Ahamed AGM- Admin & HR Islam Garments Ltd Safipur, Gazipur Phone: 01918423905 Email: tanvir8154@gmail.com
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