



## TRẦN HẢI NAM

Safety Officer

May 22, 1994

Male

035.663.3542

Trannam94@gmail.com

Quang Binh

## OBJECTIVE

Take advantage of the knowledge learned and experience after working time, I look forward to becoming a professional Occupational Health and Safety Staff. From that, I will contribute to development of Company.



## EDUCATION

### TON DUC THANG UNIVERSITY

Major: Environmental Science

Degree classification: Good

GPA: 7.21/10

SEP 2012 - APRIL 2017

### CONSENT CENTER - TON DUC THANG UNIVERSITY

Health, safety and environment Certificate

Degree classification: Good

GPA: 7.7/10

APRIL 2016 - MAY 2017



## WORK EXPERIENCE

### VESTAS WIND TECHNOLOGY VIETNAM LLC

JUNE 2021 - PRESENT

Safety Officer - Project: Tra Vinh 1.3 Offshore Wind Farm Project

Main responsibilities:

- Take the lead on all safety matters on Vestas projects and be seen to set the level of expectation required by Vestas
- Complete Site Setup Safety Checklist and file in site records within 4 weeks of the project's commencement
- Maintain site registers: Electrical, Plant, Hazardous Chemicals, SWMSs, Extinguishers & PFPE, Service Isolation Permits, Site Inductions, others as required
- Complete SWMS Reviews with the relevant Site Management Team member and attach the completed form to each SWMS
- Complete the Personal Injury Reports for all injuries & enter all injury, hazard, near miss details to IMS as per LIFE 2.0 guidelines
- Conduct site specific induction training as necessary and ensure the induction is current and relevant to site activities
- Undertake/assisting workplace incidents investigations, complete incident report in IMS and upload all associated documents
- Conduct site specific induction training as necessary and ensure the induction is current and relevant to site activities
- Ensure sufficient supplies of PPE and first aid items are available and replenished regularly in accordance with Vietnamese legislation
- Ensure the presence of a Site risk register that is reviewed Quarterly
- Ensure all documents outlined in the WSEMP are used as specified and appropriately maintained in site records
- Attend all Peer Group Meetings held with the Regional and/or Business Unit HSE Lead
- Attend, facilitate and minute all site safety committee meetings, distribute relevant information.
- Conduct a workplace inspection ensure all items identified are closed out, and a copy forwarded to the Project Manager, HSE Lead
- Ensure Temporary Power Switchboard and RCD's are inspected and safe.
- Obtain Inspection Reports from supervisors, enter all items not closed out onto the project CAR Register
- Ensure supervisor's complete Monthly Inspection checklists and retain in site files
- Ensure all daily toolbox talks are completed and retain copies in site files
- Conduct Safety walks and do I-Auditor inspection 3 times a week
- Upload all haz obs and near misses into Cr360
- Compile monthly project HS&E statistics and submit them to the lead HSE for reporting
- Monitor and maintain the PTW system as per the site requirements.
- Ensure training is current and all personnel have the relevant qualifications, copies of all records are to be kept on site and managed by the safety department.

### HYUNDAI ENGINEERING AND CONSTRUCTION CO., LTD.

DEC 2020 - JUNE 2021

Safety Officer - Project: Vega City Nha Trang

Main responsibilities:

- Request sub-con submit worker, machine document and check follow Viet Nam regulation
- Conduct training for new worker and monthly training, special training periodically
- Support safety manager about safety meeting, safety monthly such as MOM, report to consultant, client.
- Reporting, investigating and correcting all safety and occupational health occurrence
- Motivating Subcontractors, Suppliers and Visitors to strictly comply with Occupational health & safety requirements and follow required safety practices
- Prepare emergency plan in accordance with client's requirement and ensure that emergency drills are to be carried out periodically
- Co-ordinate construction safety interfaces with specialty teams and subcontractors
- Ensure that the works by Subcontractors under their control are undertaken in a way that addresses and eliminates hazards, and ensure that the work method statements and JHA for each task to be performed when required

#### **NISHIMATSU VIET NAM CO., LTD - HA NOI CITY**

**DEC 2018 - DEC 2020**

Safety Officer - Project: Factory construction in Ha Noi

Main responsibilities:

- Create a safe working condition.
- + Toolbox meeting, Carried out risk assessment of works before start.
- + Checking housekeeping to ensure site arrangement tidy and cleaning.
- + Monitor the activities of main-contractor and sub-contractor work operations, analyze the work to indicate possible dangers, including set and present preventive measures and procedures for working safety
- + Provide site safety induction to new workers and visitors
- Provide safe working method.
- + Establish the Site Safety Plan
- + Check safety working method statement and job safety analysis is requirement.
- + Carried out briefing JSA and risk assessment to everyone before start work.
- + Carry out weekly and monthly meeting with sub-contractor.
- Answer all questions.
- Stop all unsafe action.
- + Carry out site safety patrol, safety inspection and stop any work deemed unsafe and a risk to personal.
- Investigation and recovery all incident/ accident at site.
- + Analyze and investigate the causes of accidents, illness or annoyance resulting from working and make a report of the investigation, together with suggesting resolution, promptly to PM
- Control Security and emergency system at the site - Security and emergency team

#### **LILAMA 18 JOINT STOCK COMPANY - HO CHI MINH CITY**

**DEC 2017 - DEC 2018**

Safety Supervisor - Project: Duyen Hai 3 Power Plant Extension Project Tra Vinh

Main responsibilities:

- Conducting toolbox meeting before start work.
- Listen carefully to people's safety concerns and respond quickly
- Encourage engineer, supervisor to carry out their work in a safe way and lead by example
- Make regular inspections of all excavations, forms, scaffolds, ladders, structures, machinery, and equipment at frequent intervals; take immediate corrective measures to eliminate hazards directly under control of the subcontractor, or report violations of safety orders and safe practices to the responsible prime contractor.
- Establishing a firm and positive accident prevention policy that includes supporting of tangible items like hard hats, good ladders, first aid materials, and guards and safety devices on all power tools and equipment.
- Carried out do job safety analysis and risk assessment at the workplace.
- Approved permit to work if have required.
- Ensure everyone understand the safe working method statement.
- Explain all question form workers.
- Stop unsafe acts or unsafe condition.

#### **THUANVIET TRANDING & CONSTRUCTION CO., LTD. - HCM CITY**

**FEB 2017 - DEC 2017**

Safety Staff - Project: High building construction Ho Chi Minh

Main responsibilities:

- Exercise in the morning with everyone.
- Toolbox meeting
- Check equipment color code monthly
- Monitor dangerous works
- Trained dangerous works
- Check a safety scaffolding condition
- Request do housekeeping and arrange materials clearly after finishing work daily

#### **DISTRICT 4 PUBLIC SERVICES COMPANY LIMITED**

**MARCH 2016 - MAY 2016**

Environmental Staff (Trainee)

Main responsibilities:

- Measure the length of the garbage collection route
- Making environmental reports
- Make a contract to collect hazardous waste for apartment or pharmacy



### **ACTIVITIES**

#### **VOLUNTEER STUDENT**

**JUNE 2015 - JULY 2015**

Member of Volunteer student program in Ton Duc Thang University

- Cleaning and sorting waste in Ward 4, District 4, Ho Chi Minh City

#### **TALENTED ENGINEER PROGRAM**

**SEP 2013 - SEP 2013**

It's a contest that puts out situations and questions about the environment



### **CERTIFICATIONS**

Vestas internal training certificate

**2021**

- Incident management
- Life case and management for case handler and investigation lead
- Plan and check emergency response
- Safety and quality walker

Fire safety training certificate

**2021**

Decree 44 safety Certificate with good classification

**2021**

First aid certificate

**2021**

HSE Certificate with score 7.4/10 issued by Consent Department in Ton Duc Thang University

**2017**

TOEIC Certificate with score 630 issued by IIG

**2016**



### **REFERENCES**

Jason Bryant  
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Heo Sung  
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Construction CO., LTD.  
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