

Curriculum Vitae

Malek Shehadeh

Structural Engineer with a Specialist

Certificate in Occupational Health and Safety

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Personal Information

- **Name** : Malek Sameeh Shehadeh.
- **Birth Date** : Nov.25, 1996.
- **Nationality** : Jordanian.
- **Address** : zarqa, Jordan.

Academic Qualification

- **B.sc in Civil Engineering/ Highway and Bridges**
2018, Al-Balqa Applied University .
- **Rate: Good. (2.60/4.00) .**
 - Achieved a certification in the Proficiency Exam.
 - Occupational Safety and Health Specialist Supervisor.

Experience

Supervisor and Occupational Health and Safety Specialist

and as a Civil Engineer.

Oct 2023 – Up to date

Omar Al-wredat Contracting Company

- Formulate, update, and implement occupational health and safety policies.
- Ensure that safety protocols are communicated effectively to all levels of the company.
- Monitor and enforce compliance with local, regional, and national safety regulations.
- Conduct regular audits to assess adherence to established safety standards and identify areas for improvement.
- Collaborate with relevant departments to develop strategies for mitigating identified risks.

- Keep employees informed about potential workplace hazards and best practices for maintaining a safe working environment.
- Investigate workplace incidents, accidents and near misses to determine root causes and recommend corrective actions.
- Develop and implement emergency response plans including evacuation procedures.
- Facilitate open communication channels regarding safety concerns between management and employees.
- Stay informed about industry trends and emerging safety technologies to enhance the company's safety standards.
- Monitor and maintain HSE KPIs and produce HSE weekly/monthly reports.
- Work to provide the ISO 45001 requirements.

Supervisor And Occupational Health And Safety Specialist.

May 2023 – Jul 2023

Engineer Monir Office

- Registration formally as a supervision engineer for the project.
- Documentation (Daily reports, Inspection requests, etc).
- Review contracts documents and scope of works.
- Renewal of the calibration of fire extinguisher and third-party certificates for vehicles.
- Make the necessary training for the workers.
- Giving the safety inductions.
- Communicate with all contractors and coordinate between them to complete the work.
- Communicating with stakeholders regarding project needs and goals.
- Read the plans and amend them if necessary.
- Ensure all levels of the project as planned.

Project Engineer

Aug 2022 – Dec 2022

Blumont

Amman- Jordan,

The project: Protection of King Talal dam:

Donated by (BMZ) and implemented by The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ), the project aims to protect the structures at the dam to enhance the dam serviceability life by rehabilitation of existing structural elements and by constructing new retaining walls at specific location to reduce the risk of soil erosion.

Duties and responsibilities:

1. Collects the field data by using the proper devices, equipment's & techniques, assist in the structural designs of the proposed structures.
2. Supervising & monitoring the C4W worker's daily execution of work to the highest safety, environmental, and quality standards in close coordination with the senior engineer.
3. Assist with writing engineering specifications of the project and perform calculations and engineering evaluation.
4. Control, monitor, and inspect the construction work, techniques & appliances at the implementation sit in close coordination with the senior engineer.
5. Apply fundamental concepts, processes, practices, and procedures on technical assignments and make sure that all of the workers are following the safety procedures.
6. Maintain daily logs and supplement inspection records with photographs and marking the layout drawings.
7. Prepare a full detailed daily report of the site activities.
8. Provide inputs & participate in the preparation of the project progress reporting.

Teacher

Sep 2021 - Jun 2022

The Ministry Of Education

- Teaching physics and mathematics

Project Engineer (RoadWorks)

Sep 2019 - Aug 2021

Ghalib Abu Jeries & Partners Company, Amman

1. Monitoring the daily progress of projects
2. Providing detailed updates to project managers or other stakeholders.
3. Assist in planning and visibility studies of projects.
4. Supervising company projects.
5. Organizing reports, invoices, contracts, and other financial files for easy access.
6. Organizing project logistics

Project Engineer

May 2019 - Aug 2019

At Greater Amman Municipality

- Practical experience in training within the express bus project.
- Shoring system
- soil nailing

Training Programs

- Occupational Safety and Health Specialist Supervisor.
- Fire Fighting.
- First Aid.
- Site Engineering.
- Supervisor Engineering.

Technical Skills

Skill	Level
AutoCAD	Very good
PROKON	Excellent
ETABS	Very Good
Word Document	Excellent
PowerPoint Presentation	Excellent
Excel Worksheet	Excellent
Internet Applications	Excellent

Personal Qualifications

- Logical Engineering Vision.
- Doing administrative matters to the fullest extent.
- Team Work.
- Scheduling and Organization.
- Effective Communication and interpersonal Skills.
- Ability to quickly grasp new concepts.
- Ability to work under work hard pressure.
- Project Controlling Skills.

Languages

English: Very Good.

Arabic: Native tongue.

