



VIVEK RAJA

CONTACT

Safety Officer

Mobile :- +918248107929

PERSONAL SUMMARY

Email ID :- vivekraj89@yahoo.com

I want a highly rewarding career where I can use my skills and knowledge to help the company and my co-workers to be successful. I am an energetic and versatile problem-solver with a genuine interest in implementing and maintaining best practice health and safety standards for businesses. Keen to work for a reputable employer in a stimulating role where I can apply my organizational and communication skills, professionalism and enthusiasm.

AREAS OF EXPERTISE

Employee safety

Fire prevention

Accident prevention

Incident management

Internal Auditing

Assessment methods

Team meetings

WORK EXPERIENCE (TOTAL 7 YEARS)

Company name – RAK Ceramic

UAE

SAFETY OFFICER Feb 2015 – July 2017

Responsible for driving forward and implementing the company's EHS strategy in accordance with the highest ethical guidelines and corporate policies.

Duties:

Ensuring compliance with all required legislation, practices and relevant standards

Helping to establish and put in place key Health and Safety processes and methods

Managing the Safety team's workload & prioritizing it according to risk/importance

Driving a culture of safety on site to support the delivery of performance metrics

Performing root cause analysis for work related incident and accident investigations

Inspecting method of statement documents of the third party contractors hired by the company

Educating new employees on the company's emergency evacuation procedures

Conducting tool box talk of various Occupational Health, Safety and Environmental topics
Conducting internal Environmental, Health and Safety Audit as per organization policy every six month

Conducting Fire Drill program and Spill Drill program as per organization policy

Inspecting the heavy equipment, third party certification, vehicle license, making checklist, operator competency, certification and license

Inspecting all Safety equipment, PPE, Firefighting equipment and submit all document reports to higher management

Continuous inspection of work place safety and update the risk assessment

Company name – Albilad firefighting system Ltd

KSA

SAFETY SUPERVISOR June 2013 – Jan 2014

Site: Marafiq, Water and Power Project, Yanbu 2

Duties:

Conducting safety induction and inspecting the power tools and firefighting equipment as per NFPA standard

Monitoring and assessing all types of safety issues at work

Ensure hazard free work place and assist employees with Task Safety Analysis

Walking around the workplace and preventing employees from hazards and threats

Company name – Arabian Pipeline & Services Co Ltd

KSA

SAFETY SUPERVISOR April 2013 – June 2013

Site: Ar Razi Saudi Methanol Plant (Shutdown Project)

Duties:

Ensuring safety practices while replacing catalyst, asbestos insulation and iron rods using crane operation tandem lifting

Monitoring safety standards in radiography of iron pipes

Conducted mass tool box meeting on radiography and safe work procedure at the site

Identifying risks and trends and then taking appropriate action to minimize, mitigate or eliminate them

Review the Permit to Work documents and the attachments for the specification works

TRAININGS

Confined space safety

Rigging and sling safety

Crane safety

COMPUTER COURSES

Auto CAD

MS Office

PERSONAL SKILLS

Passionate

Forward thinking

Focused

Hard working

CONTACT

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Company name – Nagarjuna Construction Company Ltd

INDIA

SAFETY SUPERVISOR Aug 2009 – March 2013
Site: Nagarjuna Oil Corporation Limited, Cuddalore

Duties:

Employing safety standards in Tank Fabrication, Power Plant construction and civil construction
Supervising and Inspecting scaffolds and tanks
Inspecting Permit TO Work documents
Making Job Safety Analyzers for all the tasks
Conduct Fire drills and Spill drills
Monitoring safety standards in radiography of metal tanks

PROFESSIONAL QUALIFICATIONS

Diploma in Fire & Safety

Advance Diploma in Occupational Safety Health Environmental Management

IOSH MS

Risk management

Introduction to ISO 14001 - 2015

Master the ISO 14001:2015 Standard revision

EMS Internal Auditor Transition

ACADEMIC QUALIFICATIONS

DoTE – Padalesuwarar Polytechnic College
Diploma Electrical and Electronics Engineering (DEEE)

2006 - 2009

PERSONAL DETAILS

Father's Name	: Veerasekaran.P (Indian Army JC Officer - Retired)
Name	: Vivekraj.V
Date of Birth	: 30 Sep 1989
Nationality	: Indian
Language Known	: English, Hindi and Tamil
Marital Status	: Single
Passport No	: H 3 7 6 8 1 3 1
Date of issue	: 30 / 04 / 2009
Date of expiry	: 29 / 04 / 2019
Place of issue	: Chennai

DECLARATION

I hereby declare that the above-said information in this resume are correct and to the best of my knowledge.

VIVEK RAJA