

CURRICULUM VITAE

PERSONAL DETAILS

| | |
|-----------------|--------------------------------|
| NAME: | ODHIAMBO MAY OUMA |
| DATE OF BIRTH: | 21 ST MAY 1988 |
| NATIONALITY: | KENYAN |
| ADDRESS | P.O.BOX 2022-00200 NAIROBI |
| PHONE NUMBER: | +254 727 588 578 / 780 929 717 |
| E-MAIL ADDRESS: | oumamay@gmail.com |

Professional Certifications / Qualifications

Lead Auditor (Quality Management Systems _ISO 9001: 2015) _ SGS Kenya

Occupational Health and Safety Certification_ International Safety Training Institute

Associate Expert in Environmental Impact Assessment/Audit – NEMA Expert License No. 9562

EDUCATION BACKGROUND

2008 to 2012: **Kenyatta University**

Bachelor of Environmental Studies

Second Class Honours (Upper Division)

2003 – 2006: **Kisumu Boys High School**

K.C.S.E. Exam – Mean Grade: B+ (Plus)

1994 – 2002: **Agiro Primary School**

K.C.P.E. Exam – 396 marks out of 500

PROFESSIONAL EXPERIENCE

September 2017- Current: AlanDick & Company (East Africa) Ltd

Position: Quality, Environmental, Health and Safety Manager.

Responsibilities:

- Carrying out regular internal audits for ADC's ISO certifications (ISO 9001:2015- Quality Management System (QMS))
- Monitoring Quality Management System (QMS) audit cycle programme to ensure it remains effective and up to date
- Ensuring all follow-up actions are listed on the appropriate Action plan, and 'Work In Progress' comments are provided after an appropriate interval for each action until completion
- Conduct follow up QMS audits / checks to monitor non-conformities and ensure other actions are completed
- Overseeing industrial attachment/internship

- Inspection and evaluation of the environment, equipment and processes in organizations to ensure compliance with government safety regulations and industry standards (OSHA 2007 and EMCA 1999)
- Assisting in the formulation and implementation of various Quality, Health, Safety and Environment (HSE) standard operating procedures (SOPs)
- Oversee and ensure all relevant HSE inductions & briefings for staff and contractors are developed, scheduled, organized and delivered.
- Advise and assist the procurement and issue of safety equipment /Personal Protective Equipment (PPEs)
- Conducting risk assessment and implementing risk assessment plans for various ADC projects
- Performing Health, Safety and Environment (HSE) Audits and Inspections on Construction sites
- Conduct regular field site assessments and advise on response and mitigation measures
- Track safety-related incidents and developments and provide trend/pattern analysis
- Enforcing compliance on various standards (working at height, confined space, Road safety, scaffolding and hot works)
- Conducting risk assessment and implementing risk treatment plans
- Planning for regular emergency response equipment inspections (Fire suppression system)
- Implementing Contractor management standard (Vetting, Training, toolbox talks, supervision)
- Maintain relevant safety documentation, such as RAs, SOPs, plus records of health and safety incidents and training registers
- Training, educating and supervising personnel to ensure required standard of performance
- Investigating HSE incidents and production of ad-hoc incident report, investigating root and direct causes and maintaining incident register
- Securing of regulatory license and permits application from DOSHS, NEMA, Fire department and other relevant government and regulatory agencies.
- Carrying out Full Environmental Impact Assessment (EIA) for Proposed Base Transceiver Stations (BTS)

March 2017- August 2017: Georgetown University Initiative/ National Transport and Safety Authority (NTSA)_ Voi Motor Vehicle Inspection Center

Position: Field Occupational Health and Safety Officer

Responsibilities:

- Developing and implementing various Road Safety Initiatives as part of NTSA /ZUSHA Road Safety Program
- Assisting in the implementation of the ZUSHA Road safety campaign
- Evaluating road safety literature, films, and videos for use as part of the ZUSHA Road Safety Campaign
- Preparing and Distributing traffic and road safety management information
- Providing Road Safety advice and education to PSV drivers

- Undertaking Traffic and Road Safety Management Research

July 2016- February 2017: SumDev Consulting Limited

Position: Occupational Health, Safety & Environment (HSE) Officer

Responsibilities:

- Carrying out regular internal audits for ADC's ISO certifications (ISO 9001:2015- Quality Management System (QMS))
- Monitoring Quality Management System (QMS) audit cycle programme to ensure it remains effective and up to date
- Ensuring all follow-up actions are listed on the appropriate Action plan, and 'Work In Progress' comments are provided after an appropriate interval for each action until completion
- Conduct follow up QMS audits / checks to monitor non-conformities and ensure other actions are completed
- Assisting in the inspection and evaluation of the environment, equipment and processes in organizations to ensure compliance with government safety regulations and industry standards (OSHA 2007 and EMCA 1999)
- Assisting in the evaluation of workplace environment and developing safety-management policies that identify and define the safety responsibilities of all employees
- Carrying out Environmental Impact Assessment (EIA) for various projects such as Proposed construction projects including housing, Petrol Stations, Base Transceiver Stations etc.
- Assisting in the formulation and implementation of various QHSE standard operating procedures (SOPs)
- Assisting in the evaluation of workplace environment and developing safety-management policies that identify and define the safety responsibilities of all employees
- Conducting risk assessment and implementing risk assessment plans for organizations
- Training, educating and supervising personnel to ensure required standard of QHSE performance
- Investigating QHSE incidents and production of ad-hoc incident report, investigating root and direct causes and maintaining incident register
- Assisting in staff development through participation in HSE training, workshops, seminars and courses
- Planning and execution of emergency drills
- Securing of regulatory license and permits application from Directorate of Occupational Safety and Health Services (DOSHS), National Environment Management Authority (NEMA), Fire department and other relevant government and regulatory agencies

March 2014- June 2016: Innovations for Poverty Action (IPA)

Position: Field Occupational Health, Safety and Environment Officer

Responsibilities:

- Assist with the implementation of country safety policies, safety rules, and standard operating procedures (SOPs) related to the safe implementation of project activities
- Acting as the local contact for safety coordination and information sharing between the relevant actors within all areas of operations i.e Nairobi and Siaya counties
- Collect, verify, analyze, and submit timely and regular reports on issues that affect, or may affect IPA staff and operations
- Provide operational safety briefings and orientation to all new and visiting staff in the area of responsibility
- Advise and assist the procurement and issue of safety equipment
- Assisting in the evaluation of the workplace environment and developing safety-management policies that identify and define the safety responsibilities of all staff
- Helping the organization to ensure compliance with Kenyan Environmental, Health and Safety Laws and Regulations
- Conducting formal risk assessments for the evaluation and management of occupational HSE hazards across the activities of the firm

REFEREES

1. JOSHUA OMWAMBA
Project Manager,
ALANDICK Company (East Africa) Limited
Muthithi Road, Westlands | Nairobi | Kenya
P.O Box 12907 Nairobi, Postal Code 00100
PHONE NO: +254 717 368 402
EMAIL: jomwamba@adcea.com

2. PETER OGALLO
Environmental and Occupational Safety and Health (EOSH) Coordinator
Nairobi Bottlers Limited_ Subsidiary of Coca-Cola Beverages Africa
Airport Road, Embakasi, Nairobi
P.O. BOX 18034-00500, Nairobi
PHONE NO: +254 712 314 384 / +254 20 699 8014
Email: pogallo@ke.ccsabco.com

3. LUTHER MARTIN KING 14
Assistant Lecturer
Department of Environmental Management and Policy Studies
Moi University
P.O. Box 3900 (30100), Eldoret
Phone No: +254 722615787
Email: lutherkom@gmail.com