



ZAKI ULLAH

HSE OFFICER

Call / Whatsapp # +966573869012 / zakiinformation@gmail.com

Visa Status: Valid & Transferable

PROFESSIONAL SUMMARY

The Safety Officer is responsible for ensuring a safe work environment by enforcing health and safety regulations, conducting inspections, identifying risks, and promoting safety awareness among employees. The role supports compliance with legal standards and fosters a strong safety culture within the organization.

SKILLS

- Knowledge of occupational health and safety laws and regulations
- Strong risk assessment and hazard identification skills
- Strong risk assessment and hazard identification skills
- Ability to conduct safety training and toolbox talks
- Familiarity with personal protective equipment (PPE) and safety tools
- Strong communication and coordination skills
- Ability to work under pressure and meet deadlines
- Compliance with company and regulatory standards
- Fast and accurate typing
- Proficient in MS Office (Excel, Word) and database systems
- Time management and multitasking
- Computer literate

EXPERIENCE:

Position: Safety Officer

Duration: May 2024 - May 2025

Location: Riyadh, Saudi Arabia

Company: Metallurgical Corp. of China Ltd. (Saudia Branch)

Position: Safety Officer

Duration: Mar 2021 - Dec 2023

Location: Islamabad, Pakistan

Company: TAHSIN CONSTRUCTION COMPANY PVT LT.

Position: Data Entry Operator

Duration: Oct 2016 - Nov 2019

Location: Rawalpindi, Pakistan

Company: AGP GROUP PAKISTAN.

Duties as Computer Operator: my duties and responsibilities were monitoring computer systems, servers, and peripheral equipment to ensure optimal performance and functionality. To perform routine maintenance tasks such as system backups and updates, troubleshoot hardware, software, and system issues, and maintain detailed logs of daily operations, incidents, and resolutions.

EDUCATION

DAE (Information technology)

Punjab Board of Technical Education Lahore, Pakistan.

Bachelor of Arts (Library & info. Sciences)

Allama Iqbal Open University Islamabad, Pakistan.

PROFESSIONAL CERTIFICATIONS

- NEBOSH
- IOSH
- OSHA

ADDITIONAL TRAININGS

- First aid training.
- Confined space entry training.
- Fire fighting training.
- Work at height training.
- Fire aid training.
- Fire safety training.

LANGUAGES

- Urdu
- Pashto
- English
- Arabic basic.

DUTIES & RESPONSIBILITIES

1. Develop and enforce workplace health and safety policies.
2. Conduct toolbox talks daily on site for awareness.
3. Ensure work permit and its inspection.
4. Conduct regular risk assessments to identify potential hazards.
5. Organize safety training and awareness sessions for staff.
6. Investigate accidents and prepare detailed incident reports.
7. Ensure compliance with safety laws and regulations.
8. Perform routine safety inspections and audits.
9. Maintain accurate records of safety activities and incidents.
10. Promote a strong safety culture among all employees.
11. Develop and implement emergency response plans.
12. Conduct fire drills and emergency preparedness exercises.
13. Ensure proper use and maintenance of safety equipment.
14. Monitor and manage the use of personal protective equipment (PPE).
15. Communicate safety concerns effectively with all departments.
16. Liaise with regulatory authorities and insurance representatives.
17. Recommend improvements to minimize risks and enhance safety.

Bachelor in Arts (Library & Information Sciences)

Allama Iqbal Open University
Islamabad



Serial No. A167648

Certified that Mr. / Ms. ZAKI ULLAH

Son / Daughter of AMAN ULLAH

Registration No : 19ABR00012

Roll No: BV414909

having completed the prescribed requirements in semester

AUTUMN 2020

is awarded the degree of:

Bachelor of Library & Information Sciences

He / She has secured 63 % marks and has been placed in B grade.

CONTROLLER OF EXAMINATIONS

Result declared on: July 09, 2021

Date of Issue: October 30, 2021



VICE-CHANCELLOR

S.No. 428629

Roll No. 142215



Punjab Board of Technical Education Lahore

First Annual Examination, 2015

Certified that ZAKI ULLAH
son/daughter of AMAN ULLAH
Registration No 212-1351-00440 of the
RAWALPINDI SWEDISH INSTITUTE OF TECHNOLOGY, COMMITTEE CHOWK,
RAWALPINDI

has satisfactorily completed the THREE YEAR Programme of Instructions in
COMPUTER INFORMATION TECHNOLOGY

and has passed the Examination as a whole securing 2169 marks
out of 3150 and has been placed in "B" Grade



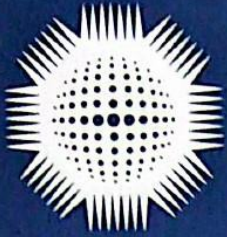
In recognition thereof this

Diploma of Associate Engineer

is awarded at Lahore on the September 13, 2015



Secretary
Secretary



nebosh

NEBOSH International General Certificate in Occupational Health and Safety

This is to certify that

Zaki Ullah

was awarded this qualification on

05 April 2023

Les Philpott
Chair

Dee Arp
Accountable Officer

Master log certificate No: 00634524/1283528

SQA Ref: R630 04



**The National Examination Board in
Occupational Safety and Health**

Registered in England & Wales No. 2698100
A Charitable Company Charity No. 1010444



This is a certificate awarded to

Zaki Ullah

on successfully completing

IOSH Managing Safely

a course approved and validated by the

**Institution of Occupational Safety and
Health**

in association with

Safety Professional

Approved Centre: 571

Signed on behalf of IOSH

Vanessa Hamood-Ullicks

Chief Executive

A handwritten signature in black ink, appearing to read 'R. Khan'.

Course Organiser



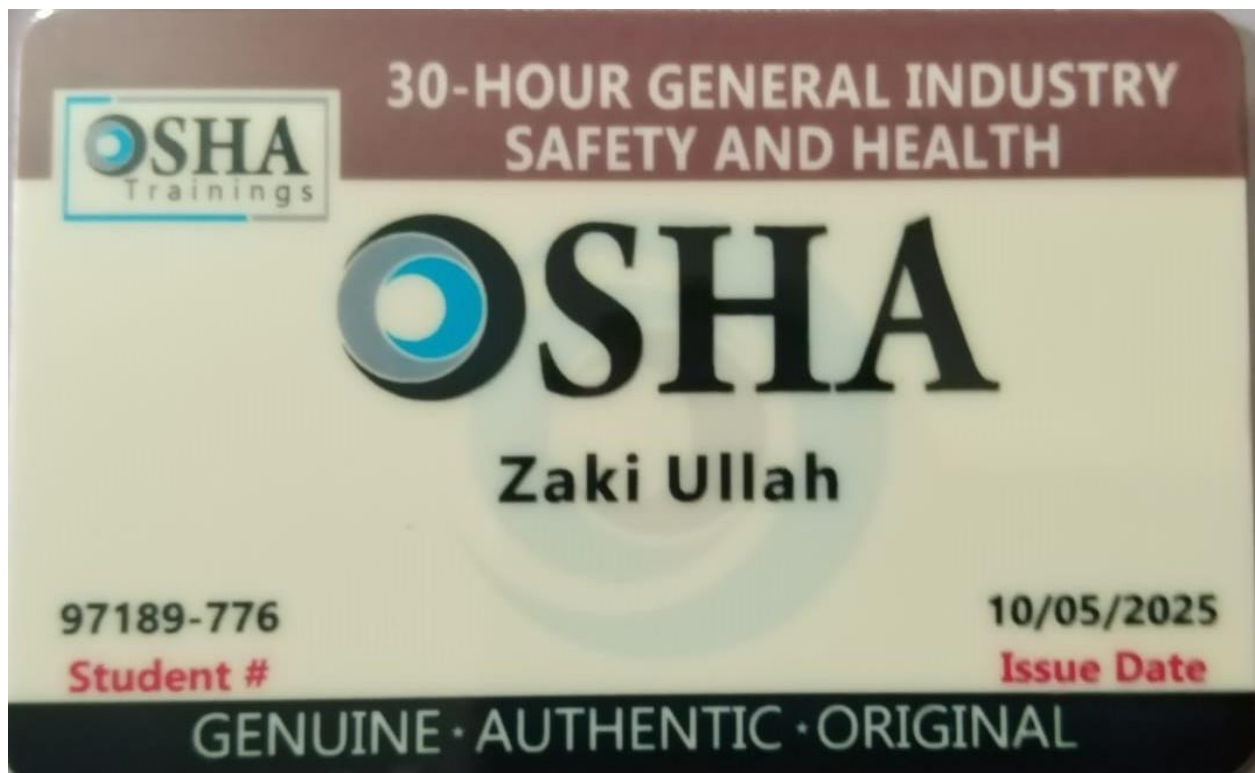
IOSH Certificate Number: 05714689-05-DANm

Issue Date: 21 May 2025

OSHA



OSHA 30-HOUR GISH CARD



First Aid Training Certificate Level 2



Occupational
Safety & Health
American Society

CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

Zaki Ullah

The learner has exhibited exceptional academic achievement by satisfying all academic prerequisites in the Professional Development Certificate Program offered by an OSHAS Authorized Training Provider. This signifies their unwavering commitment and professionalism in the designated course and serves as a testament of their dedication.

Level 2 Award in First Aid at Workplace

IN ASSOCIATION WITH OSHAS APPROVED TRAINING PROVIDER

HSE Academy Pvt Ltd.

DATED : 04-Jun-2025

CERTIFICATE NO : 0088329

MARCUS HILTON

DIRECTOR TRAINING



Certificate can be
validated by scanning the
bar code or by visiting
www.oshas.us

This certificate remains property of OSHAS and shall be returned upon request

Fire Safety Training Certificate Level 2



Occupational
Safety & Health
American Society

CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS PROUDLY PRESENTED TO

Zaki Ullah

The learner has exhibited exceptional academic achievement by satisfying all academic prerequisites in the Professional Development Certificate Program offered by an OSHAS Authorized Training Provider. This signifies their unwavering commitment and professionalism in the designated course and serves as a testament of their dedication.

International Level 2 Award in Fire Safety

IN ASSOCIATION WITH OSHAS APPROVED TRAINING PROVIDER

HSE Academy Pvt Ltd.

DATED: 11-Jun-2025

CERTIFICATE NO : 0088330

MARCUS HILTON
DIRECTOR TRAINING



Certificate can be
validated by scanning the
bar code or by visiting
www.oshas.ca

This certificate remains property of OSHAS and shall be returned upon request.

Experience as Safety Officer at MCC



Metallurgical Corp. of China Ltd. (Saudi Branch)

فرع شركة ميتاليرجيكال كوربوريشن اوف شاينا ليميتد

سجل تجاري رقم: ١٠١٠٣٠٩٧٩٣ C.R. 1010309793

Metallurgical Corp. of China Ltd. (Saudi Branch)
P.O.Box: 16605, Riyadh
11474, Saudia Arabia

Date: 30 May 2025

Experience Certificate

It is certified that **Mr. Zaki Ullah** was under the employer of **MCC Saudi Branch** as a Safety Officer on Development Housing Project at Yanbu, from **May 2024 to May 2025**.

His exposure in this area is very good, during his job he easily handled major responsibilities and found him to be very hardworking and very productive for us. MCC wish him all success in his future endeavors.

Chenyuqing

Project Manager

Yanbu



Experience as Safety Officer at TCC



TAHSIN CONSTRUCTIONS COMPANY

Dated: 30-Dec-2023

TO WHOM IT MAY CONCERN

This is to certify that **Mr. Zaki Ullah s/o Aman Ullah** having CNIC # 37405-6128424-7 has been working with us as **Safety Officer** under the environment **HEALTH & SAFETY DEPARTMENT of TAHSIN CONSTRUCTION COMPANY** with effect from Mar-2021 to Dec-2023. He was employed as full time and we found him dedicated for safety work.

I wish him every success in life.

Thanking you,

Project Manager
Sajjad Ahmed Khan



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+92315-5192495

Sam6959@live.com

68I-Q St No.06 Sector I -14/2
Islamabad



Experience as Computer Operator



A.G.P PAKISTAN®

928

Date 15-11-2019

To Whom It May Concern

This is to certify that Mr.Zaki Ullah having CNIC.37405-6128424-7 is serving our company since 16-10-2015 to Till date as a Computer Operator for four years. He is associated to manage all computer Work, along with making data sheets and maintenance of record. He is linked up with management and technical work too.

Within his working tenure we found his enthusiastic and motivated person. He did all the work With effectiveness and showed his sincerity. His devotion was prominent in his work. We wish him very Best for his career and he will definitely prove to be an asset.

Best Regards,

AGP (Group) PAKISTAN



Head Office: Off # 8, Malik Plaza, Bank Road Rawalpindi Cantt.

Ph: 051-5528774 - 5528748 - 5515637, Fax: 051-5563921