



# Maneesh.N

To associate with a progressive Organization, that give me scope to update my skills according to the latest trends, and also employ my expertise in order to work dynamically towards the growth of the organization.

## CONTACT

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♣: Al Khail Gate, AL Quoz,  
Dubai, UAE

## PERSONAL INFORMATION

Date of birth : 04/06/1993

Nationality : India

Gender : Male

Marital status : Single

Visa : Visit Visa

Passport No : M3625108

Date of Expire: 18/11/2024

## LANGUAGE KNOWN

- English
- Hindi
- Malayalam
- Tamil

## Certifications

- Diploma fire and Safety Engineering.
- Nebosh Course Complete certificate
- Managing Safety & Health.

## WORK EXPERIENCES

### **Store Incharge -GRC Construction, Coimbatore.**

#### **Period :( 2019-Till)**

- Maintain record of issuing and receiving Material.
- Making Store requisition of the issuing materials.
- Maintain inventory of the daily issuing and receiving materials.
- Maintain track record of the balance material in the specific location of the site.
- Checking issued material from packing list regarding SRN (Shipping release No.) and P.O (Purchase order).
- Maintaining all the documents of the issuing and receiving materials and submitting the proper authority.
- Coordinating with the office regarding incoming material forecast in the warehouse of the Site.
- Coordinating of the supervisor regarding issuing and receiving of the materials
- Making Timesheet of the supplied employee and submit to the office.
- Making dummy packing list of the material which are missing in the original packing list.

### **Safety Officer-RS WindTech Engineers Private Limited, Kanya Kumari**

#### **Period :( 2017-2018)**

- Advise about prevention of injury to personnel and damage to the plant and equipment.
- Advise about further improvements in existing working methods.
- Report directly to the HSE Supervisor ( or as per the project org chart)
- Inspection of work site daily for any unsafe condition and initiate for immediate corrective action, refer more complex issues to a senior HSE Personnel
- Ensure that healthy work conditions are maintained
- Complete and submit daily activity reports
- Assist Sr. HSE Officer at site to conduct Safety Toolbox meeting.
- Responsible to assist the HSE team in their duties as Pro Active in safe work environment.
- Advise suitable standard of protective clothing and equipment.
- Ensure that new employees Undertake HSE training and seminars to ensure complete knowledge of all elements and aspects of HSE procedures.
- Implementing the JSA, JHA, and TBT and explained to them how important it is.

### **Safety Officer-URC Construction Chennai.**

#### **Period :( 2015-2017)**

- Implementing Safety and Health policies and procedure.
- Assists in risk management and hazards identification in different areas in the location.

- Assist in Investigating and reporting of all incident, accident, injuries and hazard.
- Monitoring OSH standard and compliance with OSH policies and procedure.
- Assisting Sr. HSE officer in preparing materials for HSE in-house training for new employee and Conducting TOOLBOX TALK in daily basis as per rules of the management.
- Advise and assist management in fulfilling of safety obligations & setting goals for safety matters
- Analyzing incident and accident report.
- Conducting Health and Safety Environment training to the new coming workers in the plant.
- Assist in conducting monthly evacuation drill in the particular groups in order to keep them updated and to ensure they have proper knowledge regarding HSE procedure

### **Special Safety Training Courses**

- Proficiency in Elementary First Aid.
- Personal survival Techniques.
- Fire Prevention and Fire Fighting.

### **EDUCATION**

- B.E Electronics & Communication engineering.

### **PROFESSIONAL SKILLS**

- Have a Quality for adopting new concept of studies as well as responsibilities.
- Able to achieve immediate and long term goals.
- Understand business needs.
- Can create a comfortable learning environment.
- Good explanation skills.
- Easily get involve with the new people.

### **DECLARATION**

I hereby certify that the above information are true and correct according to the best of my knowledge & my Experience.