

Personal Details

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Career Summary

I am a vibrant, goal oriented, enthusiastic to learn, face challenges and ethical man of 26 years, with experience in the manufacturing, engineering and security industry with great commitment to Safety, Health, Environmental and Quality Management. I am a dedicated, versatile professional combining strong practical experience in Operations and Safety with expertise in leading, managing and empowering individuals and teams to fulfil their potential. I am a focused and proactive individual adopting a positive, solution-oriented approach to all tasks, with a passion for providing high quality business performance. I possess excellent interpersonal and communication skills with the ability to build positive relationships with colleagues, customers, clients and external parties at all levels. I am motivated and conscientious, and thrive in a challenging working environment. I am able to prioritize key tasks effectively and I am committed to continuous personal and professional development. Experience has been obtained in the following areas: Occupational Health and Safety, risk assessment and management, accident prevention and investigation, occupational health surveys, QHSE auditing, Environmental Management, manufacturing, education and QHSE training, strategic management and business development, Industrial relations.

Strengths: Analytical, Decision Making, Cross cultural collaboration, Networking Skills, Team Player

Background Summary

- Strongly result oriented and performance focused(goal getter)
- Creative, innovative, problem solver and decision maker
- Good IT skills and ability in Microsoft.
- Excellent English skills, written and oral
- Ability to develop well written, cohesive analyses and reports

Academic Qualifications

1. Bachelor of Science Honours Degree in Safety Health and Environmental Management: (2012-2016) Bindura University of Science Education (BUSE, Zimbabwe)

Degree Classification: 2.1

Professional Qualifications

Nebosh International General Certificate In Occupational Health and Safety (UK Certified).
Professional Evaluation and Certification Board (PECB-Canada) ISO 45001 Lead Auditor Certificate.
Industrial Basic First Aid Certificate- Zimbabwe Red Cross Society
Scaffold Inspector Certificate-Wexford
Working at Heights Certificate-Wexford

Professional Membership

Member of the South African Institute of Occupational Health and Safety (SAIOSH)
Member of the International Commission on Occupational Health (ICOH)

Employment History

1. Brown Engineering group

Safety Health Environment and Quality Officer (SHEQ) January 2018 up to date.

Key Responsibilities

- Champion the development of Brown Engineering occupational safety, health and environmental management systems which are in line with international standards and regulations as well as ensure total compliance to applicable legislation.
- Provide timeous and comprehensive legal advice to top management on all environmental and occupational health and safety issues in line with applicable international, national, local by-laws and company best practices.
- Develop, implement and review organizational Occupational Health and Safety, Environment, HIV and wellness for the organization in line with the company's objectives and targets.
- Carryout baseline, continuous and task based risk assessments respectively and ensure comprehensive risk control measures are put in place and progressively monitored.
- Develop comprehensive systems and standard operation procedures in line with the organization's activities, products and services.
- Ensure all processes, procedures, safe work practices arrangements, policies and work instructions are documented, distributed and obsolete documents retrieved and archived.
- Ensure safe design and installations are done on all machines and projects and to ensure a safety and health environment is attained in line with international, national and company standards.
- Promote the development of occupational health and safety culture among all employees, through training and initiation of comprehensive OHS and environmental programs.
- Monitor and track organizational OHS and environmental objectives and targets.
- Carryout timeous health, environmental safety surveys like dust, effluent, noise ventilation, illumination, ergonomics, and vibration to ensure sound monitoring of occupational hazards, risks and environmental programmes.
- Carry out comprehensive accident investigation, root cause analysis using HAZOP and other relevant strategies and ensure reported accidents are reported in line with company and national regulations.
- Design and implement accident prevention and corrective action programmes as recommended by SHE committee and respective HODs and experts.

- Undertake occupational safety and fire hazard analysis, risk assessments and recommend remedial measures to management, contractors and other stakeholders.
- Management of contractors on all environmental and occupational safety and health issues.
- Undertake a training needs analysis on safety health and environment and develop training manuals, schedules for the organization.
- Prepare and submit comprehensive weekly, monthly, quarterly and yearly reports on occupational health, safety and environment to the management.
- Ensure health surveillance programmes are carried out timeously and these include pre-employment, periodic and exit and provide advice to management on health related issues pronounced by such reports.
- Promulgation of sound Emergency Preparedness Plan and programmes for Brown Engineering operations.
- Liaise with NSSA on all occupational incidents and claims.
- Ensure all employees, contractors, stakeholders and visitors are inducted to ensure total compliance with company environmental and OHS policies, procedures work instructions and safe work instructions.
- Ensure/ carryout occupational environmental, health and safety inspections, audits, visible felt leadership, programmes and surveys are done and reports with recommendations circulated to all employees and management respectively.
- Keep an updated accident register for the factory, head office and all construction sites.

2. Topguard Security (PVT) Ltd Harare Branch (7months)

Safety, Security, Health, Risk, Environment and Quality Officer: August 2017 – January 2018

Duties and Responsibilities:

Performing full audit cycle including risk management and control management over effectiveness, safety security, health, environment, quality (SSHEQ) and compliance with applicable directives and regulations.

- Determines internal audit scope and develops annual plans as per client and company requests.
- Obtains analyses and evaluates SSHEQ documentation reports data and flow charts.
- Prepares and presents reports that reflect audit results.
- Acts as an objective source of independent advice to ensure validity, legality and goal achievement.
- Identifies safety and security threats and vulnerabilities and recommend risk aversion measures and cost savings.
- Conducts follow up audits to monitor corrective action implementation interventions.
- Engages to continuous knowledge development regarding rules, regulations, best practises, tools techniques performance and standards.
- Maintains and cultivates a master inventory of business policies, practices and processes.
- Improves customer care by initiating improvements to the process control and auditing processes.
- Performs inquiries and testing as needed to identify and resolve safety security health and quality vulnerabilities
- Develops new audit programs to ensure adequate process controls
- Develops and implements audit plans for internal business processes, application systems and general controls.

- Ensure that the company employees are adhering to, and following safety, security health, environment and quality guidelines as established by management.

3. SAFE TECH AFRICA PRIVATE LIMITED 2years

Part Time Safety Health Environment and Quality Auditor: January 2017 to Present

Auditing Experience and Notable Contributions

- Audit consultant; specializing in providing guidance, writing, implementation and maintenance of Occupational Health and Safety Management Systems based on the requirements of OSHAS 18001, national and international best practice.
- Ensures implementation and improvement of the Integrated Management System for some respective organizations according to national and International best practise.
- Provide timely and accurate reviews of customer corrective action and closure.
- Provide our customers with timely, complete and accurate reports.
- Analyse and manage internal and external Occupational Health and Safety (OHS) data, guiding teams in achieving robust interim containment and permanent corrective actions for OHS concerns.
- Maintain appropriate auditor credentials and seek continued professional training/certifications as needed

4. BOC Gases (PVT) Ltd Harare Branch (1yr)

Safety Health Environment and Quality intern: August 2014 – August 2015

Duties and Responsibilities:

SHEQ Duties

- Monitoring and maintenance of the established Safety, Health and Environment (SHEQ) systems for BOC Gases.
- Carrying out routine audits and inspections to ensure elimination of risks by adherence to established ILO C155, national and local standards and regulations.
- Attending to Health and Safety meetings, minute discussions and chase staff actions.
- Keeping records of all staff training –internal and external –inductions, driving assessments, ergonomics and first aid
- Ensuring that employees adhere to Health and Safety working procedures.
- Assisting staff with Health and Safety information required in business proposals
- Monitoring of environmental aspects, effluent and waste production streams such as heavy metals, TDs, COD, BOD.

Administration Duties

- Face to face with external contractors and conduct Health and Safety inductions
- Organisation and Control of SHEQ budgets as per SHEQ Managers requirements.
- Ensuring that all staff and contractors have valid permit to work, first aid and fighting certification.
- Achieve monthly and weekly SHEQ targets
- Ensuring that training procedures for all other trainings (short courses and conferences) are followed and ultimately submitted to the Human Resources department.
- Identifying key competitive advantage that enhance the performance

- Undertaking business intelligence and analytics to benchmark against other industry players.

Achievements

- Successfully managed to develop and implement SHE management system and programs at Brown Engineering group.
- Accident reduction at Brown Engineering Group LTIFR is now less than 0.1.
- SHE committee secretary for Brown Engineering Group.
- Successfully developed SHEQ reports on the importance of Health and Safety systems and influenced the top management of BOC Gases to take actions in the year 2014-2015

Courses/ Workshops Attended

- Workplace Ergonomics course presented by Dr Timire
- Workplace permit to work course presented by Mr T Nherera and Mr J Togara
- Workplace electrical safety course presented by Zesa
- Pre task Risk assessment course presented by Mr T Nherera
- Jump start your life training-(Map for life- November 2011)

Computer Knowledge

- Well versed with SHEQ Software Packages and audit systems
- Risk assessment software systems
- Spreadsheets-Ms Excel, PowerPoint, Word

Hobbies

- Playing Golf
- Playing Basketball
- Watching Cricket
- Reading Occupational Health and safety Brochures
- Carrying out health and safety researches.

REFEREES

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