



# VIGNESH K V

## SAFETY OFFICER

### CONTACT

- 9745989458
- vighneshkv1996@gmail.com
- Kottarakkara, Kollam

### ACADEMIC CREDENTIALS

#### BACHELOR OF COMPUTER APPLICATION (BCA)

- KERALA UNIVERSITY - 2017

#### HIGHER SECONDARY

- IHRD THSS, ADOOR - 2013

#### SSLC

- GOVT HSS, KULAKKADA - 2011

### TECHNICAL COURSE

- NEBOSH** International General Certificate in Occupational Health and Safety
- DIPLOMA IN FIRE & SAFETY**  
TUVRHEINLAND NIFI ACADEMY, KOLLAM

### CAREER ABRIDGEMENT

To achieve a challenging position in a professional organization through self - improvement by excelling in all responsibilities with sincere hard work, dedication & commitment. To work towards the development of the organization & grow with it.

### KEY SKILLS

- Team Work
- Work Ethic
- Analytical skills
- Leadership Quality
- Decision-making
- Risk Assessment
- Safety Policy Development
- Problem Solving Ability
- Hardworking
- Hazard Identification
- Emergency Response and Planning
- Safety Training and Education

### EMPLOYMENT CHRONICLE

- SAFETY OFFICER** | 04/05/2022 – 05/05/2023  
ACE FIRE SERVICES, BANGLORE
- OFFICE STAFF** | 04/02/2018 – 10/07/2020  
CAPSTECH TECHNOLOGIES, KOLLAM
- FIRE MAN** | 01/06/2023 – 31/11/2023  
BHARATHEEYAM SECURITY SERVICES PVT LTD

### KEY RESPONSIBILITIES

- Daily supervision on all health and safety on site.
- Conducting health and safety inspections.
- Assisting senior safety officer in conducting risk assessment.
- Supporting the development of OHS policies and programs
- Advising and instructing on various safety-related topics.
- Conducting risk assessment and enforcing preventative measures.
- Assess and document hazards, risks and controls in a manner consistent with established procedures and practices.
- Set up and supervising temporary work areas.
- Supervise the safe handling, storage & disposal of hazardous materials.

### AREAS OF EXPERTISE

- Risk evaluation
- Safety planning
- Risk assessment
- Compliance reports
- Reporting
- Safety precaution

## COMPUTER PROFICIENCY

---

MS Office/ Word	★ ★ ★ ★
Tally	★ ★ ★ ★
Basic Operation	★ ★ ★ ★ ★
Internet & Email	★ ★ ★ ★ ★

## LANGUAGES KNOWN

---

English	<div style="width: 100%;"></div>	100 %
Malayalam	<div style="width: 100%;"></div>	100 %
Hindi	<div style="width: 85%;"></div>	85 %

## INTERESTS

---



Songs



Swimming



Football

## PERSONAL STRENGTHS

---

- **COMMUNICATION** - Interpersonal skills – verbal, problem solving and listening skills in any administrative role.
- **SERVICE** - Having a client focused approach Skills include Patience, Attentiveness and a positive language.
- **ORGANIZATION** - Helping others, organizing a to-do list. Prioritizing tasks by the deadline for improving time -management.
- **MANAGEMENT**- Management skills to direct others and review others performance.

## PERSONAL DOSSIER

---

Gender : Male

Date of Birth : 25 / 01 / 1996

Nationality : Indian

Marital Status : Single

Permanent Address : Kalamandiram Kulakkada east po, Kulakkada Kottarakkara, Kollam-691521

## PASSPORT DETAILS

---

Passport Number : R4633083

Date of Expiry : 03/10/2027

Place of Issue : Trivandrum

## DECLARATION

---

I hereby declare that the above-mentioned information is true and I bear the responsibility for the correctness of the above-mentioned particulars

**VIGHNESH K V**