



Laqui Noel S.

Experience

Duties & Responsibilities

January 2014 - up to present
Petrol Station • Attendant, Sale (Service Station Manager)
Jabel Ali, Dubai. UAE

Feb. 2013 – Dec. 2013
Appliance Center • Product Specialist •
Linton Inc.
Philippines

Jun. 2008 – Dec. 2012
Appliance Center • Product Specialist •
Star Appliance Center
Philippines

Sept. 2006 – May 2008
Department Store • Product Specialist •
Sketers Inc.
Philippines

Mar. 2006 – Aug. 2006
Department Store • Sales Utility Clerk •
Mercantile Store Group, Inc.
Philippines

Mar. 2005 – Jan. 2006
Petrol Station • Attendant, Sale •
Petron Corporation - Philippines



Dip 1, Dubai United Arab
Emirates



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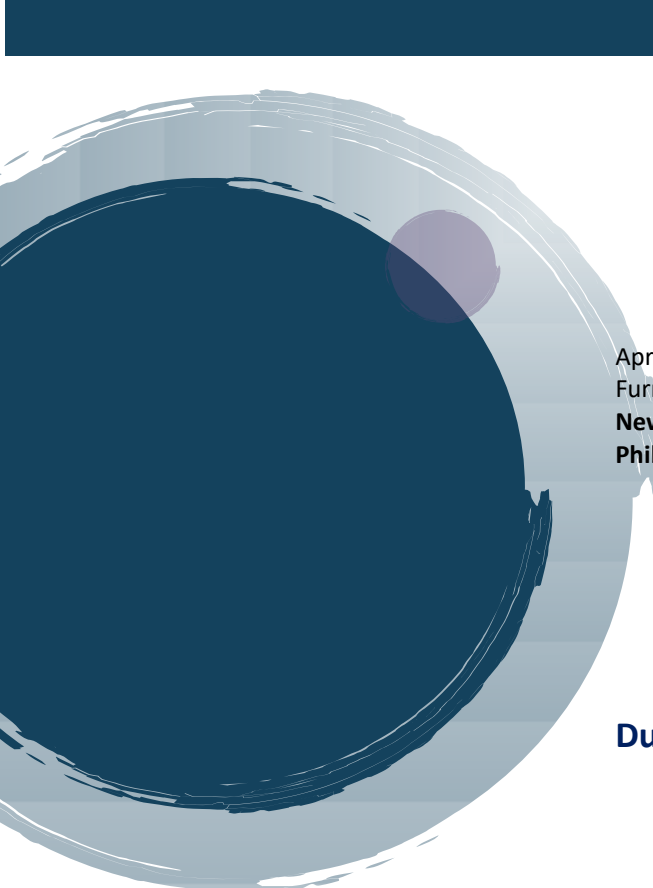


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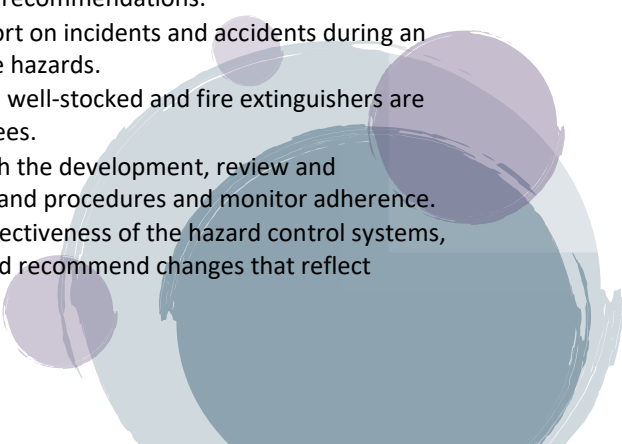
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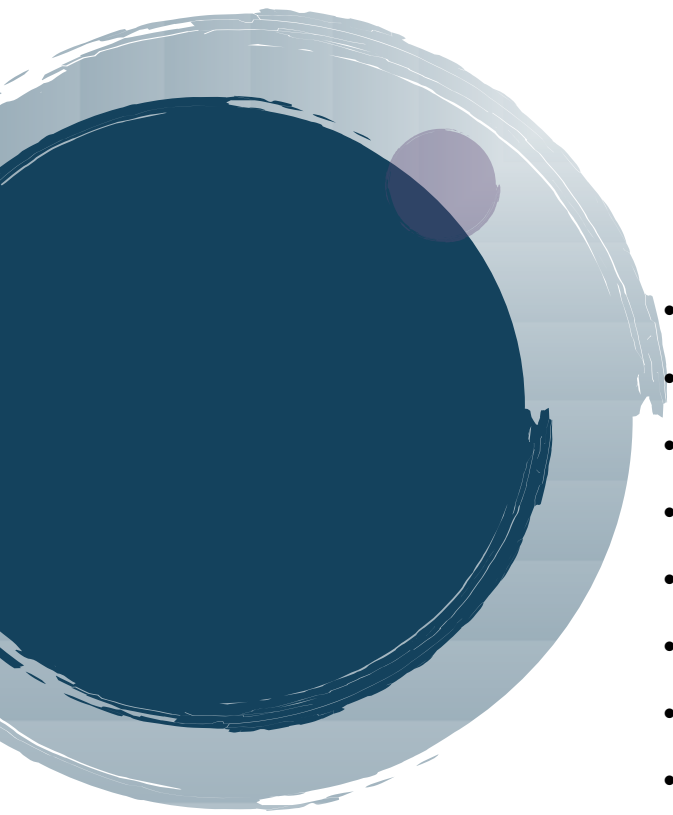




Apr. 2002 – Nov. 2002
Furniture • Marketing Staff •
New AG Stylis Furniture
Philippines

Duties & Responsibilities:

- Responsible for monitoring and assessing hazardous and unsafe situations and trinity.
 - Conduct Risk assessment control measures prior to start the job
 - Correct unsafe acts when immediate action is required.
 - Maintains awareness active and developing situation to ensure the site safety health and environment plan is prepared and implemented.
 - Ensure the safety message in each incident action plan skill acts in and advisory in all matters.
 - Coordinates in all safety health and environment for employee and employer.
 - Conduct Investigation of accident.
 - Conduct HSE inspection.
 - Help maintenance of efficient accident record system and coordinates action taken.
 - Ensure Safety Information to the employee.
 - Conduct toolbox meeting
 - -Take a proactive approach to implement the H&S culture.
 - Maintain an emergency response plan (e.g. evacuation plans, fire drills, first aid drills).
 - Maintain a network of effective relationships with both internal and external customers to ensure safe conditions for all.
 - -Conduct regular safety meetings.
 - -Coordinate and conduct safety inspections regularly to identify workplace hazards, training needs, unsafe practices and take corrective action and make recommendations.
 - Analyze, interpret, and report on incidents and accidents during an inspection, look for possible hazards.
 - Ensure that first-aid kits are well-stocked and fire extinguishers are easily accessible to employees.
 - Assist the Management with the development, review and implementation of policies and procedures and monitor adherence.
 - Ensure and evaluate the effectiveness of the hazard control systems, policies, and procedures and recommend changes that reflect
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improved opportunities to eliminate workplace accidents and injuries.

- Measure Health & Safety Compliance and conduct audits on physical conditions and safe work practices.
- Stay up to date regarding legislation, regulations and standards affecting Health Safety & Environment.
- Ensure that all incident/ accident investigation information is accurate and completed in detail.
- Ensure that safety-related training records, accident reports and other documents are completed and stored properly.
- Maintain important information on boards, posters, safety signs on a regular basis.
- Assist the Management with the design of training material and coaching and mentoring on safety-related items.
- Coordinate safety training for employees and new employee orientation.
- Ensure all training documentation is completed and review training feedback.
- Assist Management with special projects and initiatives as and when required.
- Maintains a full working knowledge of current and emerging Health & Safety changes.
- oversee a comprehensive suite of activities related to reducing environmental impacts and applying sustainability principles.
- responsible for analyzing and predicting the present and future of the firm they represent.
- Collecting, Analyzing, and reporting environmental data
- Manage requiring the necessary permits (Environmental permits)
- Drive Compliance Program Laws and regulation and maintain
- Advice on possible improvements actions in the field of the environment and sustainability.

Education

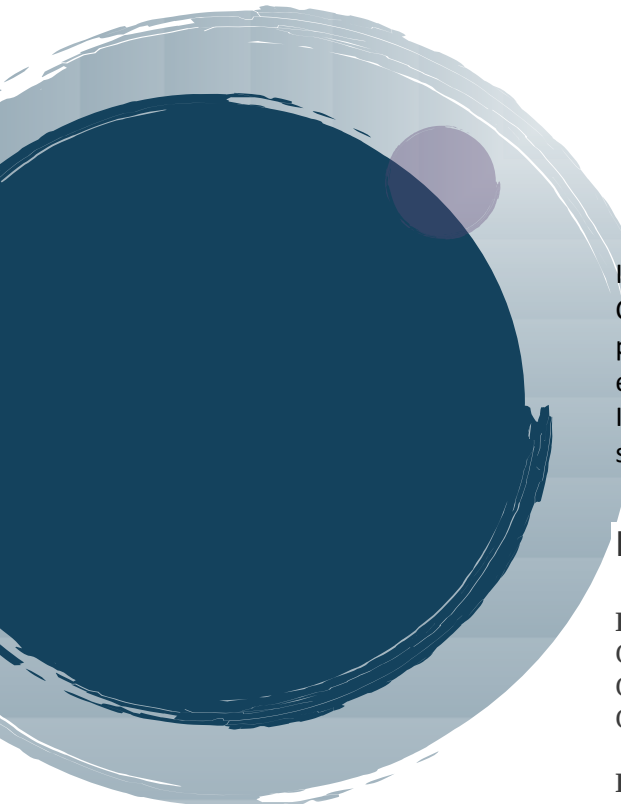
- High School Graduate

Communication

As a Dedicated and driven Safety personnel committed in ensuring the safety and security of the people in the workplace by establishing and providing procedures and policies for a safe workplace and preserve life and properties Leadership

Leadership





I have some strong leadership skills, Posses better and oral Communication skills, I am Capable of Identifying problems and perform the necessary action to be taken, willing to invest time and effort to obtain the accomplishment of work with systematic assertive. I can easily adapt to flexible responsibilities and work with less supervision, and most of all I am willing to be thought and trained.

Learning History

Basic Fire Fighting

COURSE

Completion date Aug 7, 2023

Complete

Basic Food Safety

COURSE

Completion date May 3, 2023

Complete

Highfield Level 3 International Award in Emergency First Aid at Work

COURSE

Completion date Apr 12, 2023

Complete

Basic First Aid

COURSE

Completion date Mar 20, 2023

Complete

Basic Fire Fighting

COURSE

Completion date Jul 5, 2021

Complete

Basic Fire Fighting

COURSE

Completion date Mar 19, 2019

Complete

Basic First Aid

COURSE

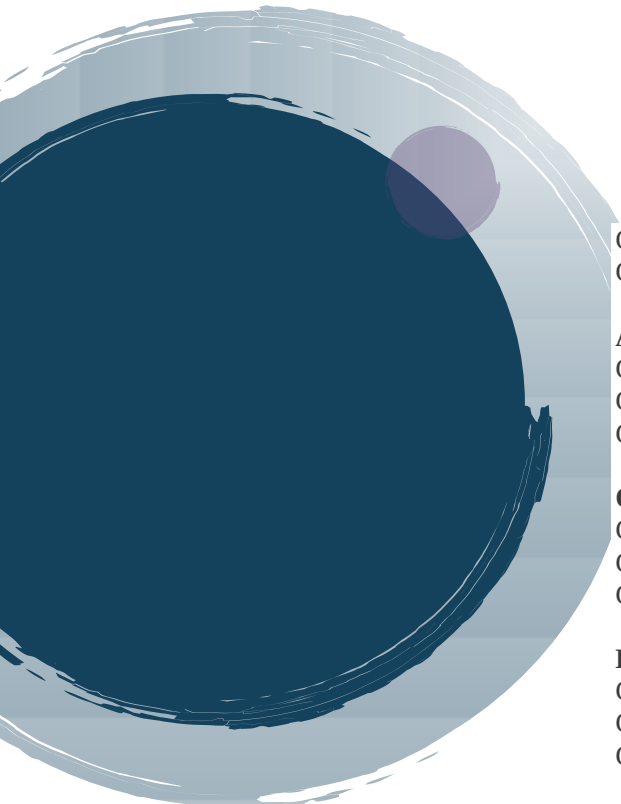
Completion date Oct 9, 2018

Complete

ADNOC 7 Steps Customer Service Skills

COURSE





Completion date Jan 18, 2016
Complete

ADNOC 7 Steps Customer Service Skills
COURSE
Completion date Apr 21, 2014
Complete

Orientation Program
COURSE
Completion date Feb 11, 2014
Complete

Basic Live Fire Fighting
COURSE
Completion date Feb 9, 2014
Complete

Skills

- COMPUTER BASIC
 - EXCEL/WORD
 - MANAGING STAFF
 - HANDLING CUSTOMER COMPLAIN
 - CUSTOMER SERVICE
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