HAITHAM MOHAMMAD RAED AL-QADI

Health and Safety Supervisor

Amman, Jordan | alqadihaitham7@gmail.com | 0782366165

PROFESSIONAL SUMMARY

Highly motivated and detail-oriented Health and Safety professional with a strong foundation in operational compliance and workplace safety standards. Committed to maintaining rigorous quality benchmarks and fostering a culture of safety and efficiency. Eager to leverage technical proficiency in Microsoft 365 and a proactive learning mindset to contribute to organizational excellence.

KEY CAREER HIGHLIGHTS

- Achieved 100% compliance rate with internal health and safety quality standards during operational tenure.
- Maintained a flawless record of operational accuracy in safety documentation and reporting.

WORK EXPERIENCE

Health and Safety Supervisor • **Bahaa Al-Bastanjee & Partners** — **Dec 2024 – Jun 2025**

Amman, Jordan

- Supervised daily factory health and safety operations to ensure full adherence to established safety protocols and regulatory requirements.
- Executed comprehensive safety inspections, resulting in a 100% accuracy rate in quality and performance reporting.
- Collaborated with operational teams to identify potential hazards and implement preventative measures to maintain a secure work environment.
- Maintained detailed documentation of safety logs and incident reports using Microsoft 365 to support organizational compliance audits.
- Supported the implementation of safety training initiatives, ensuring all staff members were aligned with operational best practices.

CORE SKILLS & EXPERTISE

Core Technical / Functional Skills: Occupational Health & Safety • Safety Inspection • Quality Assurance • Hazard Identification • Operational Compliance • Documentation Management

Tools, Software & Platforms: Microsoft 365 • Microsoft Word • Microsoft Excel • Microsoft PowerPoint • Desktop Computing • Digital Reporting Tools

Industry Methodologies & Standards: Safety Protocol Implementation • Quality Control Standards • Risk Mitigation • Operational Efficiency

Leadership & Executive Competencies: Team Collaboration • Punctuality • Rapid Learning • Attention to Detail • Integrity

EDUCATION

General Secondary Education Certificate (Tawjihi) • **Burhan Kamal School** — **2023**

Amman, Jordan

Accredited & Verified

LANGUAGES

Arabic (Native) • **English** (Professional Working Proficiency)