

BAHRAIN-MANAMA

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Dear Mr. / Mrs.

In response to your recent ad for a Safety lead/Coordinator I am attaching my resume for your review and consideration. I worked as a construction laborer while I attended college to earn a bachelor's degree in safety & Environmental management. I'm also certified in NEBOSH safety courses.

In my current position as Safety Coordinator at DOWNTOWN Construction Company I travel to work sites monitor working conditions and ensure compliance with workplace safety regulations and practices. Fluent in both English and French and little of Arabic I have strong communication skills with both management and workers including both public speaking and good listening skills. I have created emergency response plans conducted industrial safety training courses and ensured compliance with workplace safety regulations and practices. I have oversight of random drug testing have conducted internal investigations of workplace accidents and administered a whistleblower program. With over a decade of experience in construction safety certification by NEBOSH & OSHA and an understanding of management concerns and worker safety. I believe I am the person you're looking for.

Please call me at the number above at your earliest convenience to discuss this opportunity. If I haven't heard from you by the end of next week I'll check with your office regarding the status of this position. Thank you for your time and consideration.

Sincerely,

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