



## MEGHANADH K LAL

Abu Dhabi, UAE

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### Career Summary

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately

### Experience

Micro World Architects & Engineers

November-2021 to May-2022

Junior Safety Officer

- Conducting training programs for workers on site hazards and how to prevent them.
- Developing and implementing safety procedures for the construction site to ensure that all employees follow proper safety procedures.
- Inspecting work sites for safety hazards such as unsafe scaffolding or electrical wiring issues.
- Ensuring that workers are properly trained in their jobs and have all the necessary equipment's.
- Inspecting work sites to ensure that they are safe for workers and materials.
- Communicating with workers to answer questions about safety procedures or any concerns they may have about the work environment

South Indian Bank

September-2020 to October-2021

Office Assistant

- Handling banking and office related tasks including opening of an account, cash transactions, printing of passbooks, fund/ balance transfers, payment withdrawals etc.
- Introducing new banking schemes to customers.
- Attending the phone calls and arrange the documents.
- Handled the sorting and distributing of mail and oversaw front desk operations
- Addressed customer inquiries via email and in-person, ensuring quick and quality responses.
- Solved client issues, routing to the appropriate department when necessary.

Trend Zone fancy shop

February-2019 to August-2020

Retail salesman

- Keeping a record of sales and restocking the store accordingly.
- Ensuring the store is kept clean and organized.

- Check delivered stock against orders and ensure it is in good condition and validating the price and display stock.
- Assist with customer purchases, price enquiries and special orders.
- Planning promotional campaigns for new products or specials.

## **Training and Certifications**

- NEBOSH International General Certificate in Occupational Health and Safety
- MEDIC First Aid Basic Plus CPR, AED and First Aid for Adults
- Managing Safely certification approved by Institution of Occupational Safety and Health
- High field Level 1 International Award in Fire Safety certification approved by High field qualifications

## **Skills**

- |   |                         |
|---|-------------------------|
| ➤ Leadership and Teamwork               | ➤ Computer and Internet |
| ➤ Creativity                            | ➤ Highly Motivated      |
| ➤ Adaptability                          | ➤ Decision Making       |
| ➤ Effective Time Management             | ➤ Fast learner          |
| ➤ Safety Inspection and Programs        | ➤ Ability to Multitask  |
| ➤ Critical Thinking and Problem Solving | ➤ Good Communication    |
| ➤ Risk Assessment                       |                         |
| ➤ Microsoft Office                      |                         |

## **Education**

B.Sc. in Computer Science, Christ College, Irinjalakuda	2019
Course completed	
Plus 2, P V S Higher Secondary School, Parappukkara	2016
Pass -70%	
SSLC, St. Joseph's Public School, Anandhapuram	2014
Pass -83%	

## **Personal Details**

Date of Birth : 10/03/1998

Marital Status: Single

Languages known: English, Malayalam and Hindi

Nationality : INDIA

Visa Status : Visit Visa

Visa Expiry : 05/04/2023