Johannesburg, Gauteng

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Education

- **Diploma in Safety Management**

  Vaal University of Technology

  2022 – 2025

- **National Senior Certificate (Grade 12)**

  Tiyani Secondary School

  2020

Certifications

- First Aid Level 1
- Lift Truck (Bendi) License
- ISO 45001:2018 Occupational Health & Safety Management Systems
- ISO 14001:2015 Environmental Management Systems
- ISO 9001: Quality Management Systems
- HIRA

Baloyi
Eneto Truly

Summary

Motivated and detail-oriented Safety Management graduate with practical experience implementing Health, Safety, Environment, and Quality (HSEQ) systems within an industrial environment. Skilled in workplace inspections, hazard identification and risk assessments (HIRA), compliance monitoring, safety audits, incident investigations, corrective action management, and SHE documentation. Knowledgeable in the Occupational Health and Safety Act (Act 85 of 1993), ISO 45001, ISO 14001, and risk management principles. Strong administrative, analytical, communication, and report-writing skills with a commitment to promoting a proactive safety culture, ensuring legal compliance, and driving continuous improvement.

Work Experience

HSE Intern Voith Turbo (Pty) Ltd
August 2025 – July 2026

Health, Safety & Environmental Management

- Implemented and maintained Health, Safety, Environment, and Quality (HSEQ) procedures to ensure compliance with company standards and the Occupational Health and Safety Act (Act 85 of 1993).

Safety Inspections, Audits & Compliance

- Conducted routine workplace inspections and compliance audits, identified hazards and non-conformances, and ensured corrective actions were implemented to improve workplace safety.

Hazard Identification & Risk Assessment

- Performed Hazard Identification and Risk Assessments (HIRA) for operational activities, evaluated workplace risks, and implemented appropriate control measures to minimize incidents.

Incident Investigation

- Investigated workplace incidents, near misses, and unsafe conditions, completed incident reports, identified root causes, and monitored the implementation of corrective and preventive actions (CAPA).

Safety Administration & Reporting

- Maintained SHE files, legal registers, safety records, and compliance documentation while preparing accurate weekly and monthly HSE reports and safety performance statistics.
- Coordinated the booking and scheduling of employee entry, exit, and periodic medical examinations, ensuring compliance with occupational health and legal requirements.

Training & Safety Awareness

- Conducted employee safety inductions, facilitated toolbox talks, and promoted health and safety awareness to strengthen compliance and encourage a proactive safety culture.

Emergency Preparedness

- Coordinated emergency preparedness activities by inspecting fire extinguishers, first aid boxes, emergency equipment, and supporting emergency drills to ensure site readiness

Key Skills

- Occupational Health & Safety Compliance
- ISO 4500, 14001 And 9001 Management Systems
- Workplace Safety Inspections
- Safety Audits & Compliance Monitoring
- Hazard Identification & Risk Assessment (HIRA)
- Incident Investigation & Root Cause Analysis
- Corrective & Preventive Actions (CAPA)
- SHE Documentation & Safety File Management
- Emergency Preparedness & Response
- Fire Extinguisher Compliance Monitoring
- First Aid Box Compliance Monitoring
- Toolbox Talks & Safety Inductions
- Safety Committee Coordination & Minute Taking
- Microsoft Office (Word, Excel, PowerPoint & Outlook)
- Report Writing
- Communication & Teamwork
- Attention to Detail

References

Lynette Biyela
Safety Officer
Voith Turbo (Pty) Ltd
011 418 4000