

MALCOM HOLLINS, CSP, CHSO, CSSM

SUMMARY:

Safety leader who strives to be instrumental in contributing to the success of safe work programs, safe work planning, and safe work leadership. Strong knowledge of construction, general industry, manufacturing, marine, oil and gas, and transportation safety practices and standards, including how to effectively interpret and implement those standards. Proactive and equipped with a broad range of experience spanning several different areas, including auditing, hazard identification, legal, training, risk coordination, and project management.

EDUCATION:

Masters of Engineering – Safety, University of Alabama Birmingham, Birmingham, AL, 2023

Undergraduate Certificate, Occupational Safety, San Juan College, Farmington, NM, 2013

B.B.A. – Management, Texas Southern University, Houston, TX, 2007

CERTIFICATIONS:

- Certified Safety Professional (CSP) #CSP-30853 – Board of Certified Safety Professionals
- Certified Procedure Writer – 36-6557 Procedure Professionals Association
- Certified Safety and Health Official (CSHO) – University of Texas Arlington
- Certified Training Instructor Basic Plus First Aid/CPR/AED – Medic First Aid
- OHSAS 18001 Auditing – Bureau Veritas
- OSHA Authorized General Industry Trainer #G0053263 – U.S. Department of Labor
- Process Safety Management (PSM) Auditing - PrimaTech

PROFESSIONAL EXPERIENCE:

January 2017 – Present: Vistra Corp/Luminant, Houston, TX
Senior Safety Manager (Safety Programs and Training) (2022)
Corporate Safety Manager (2017 – 2021)

Key Achievements – Developed the company's safety management system and built the current governance system for all safety policies, procedures, and guidelines; project managed the introduction of the serious injury and fatality program to the fleet, and restructured the organization's safety training practices to eliminate gaps and waste.

- Manages the organization's safety guidelines, policies, procedures, and standards which includes the creation and revision of all documents
- Responsible for establishing annual corporate safety goals and strategies for procedures and training
- Directs the company's safety training through the development of computer-based and instructor-led courses, training matrices, and managing the site level Training Coordinators and Training
- Serves as the department point of contact for the legal matters dealing with interpretation and implementation of regulatory standards and company safe work practices for OSHA related matters
- Manages the company's governance software SmartProcedures and Safety Learning Management System
- Engages directly with Site Safety Specialists for complex operational safety matters
- Assists with the preparation of the safety department's monthly, quarterly, and annual reports and strategic planning goals that are presented to the Corporate Executives and Board of Directors
- Leads the company's safety compliance audits compliance assistance visits

July 2016 – December 2021: OPS Exel - Clear Safety Solutions, Houston, TX

Owner - Consultant

Key Achievements – Successfully created and directed the implementation of a comprehensive Safety Management System for two entities, including a Fortune 500 client. Guided a major law firm as the Safety Subject Matter Expert during multiple OSHA Investigations and Litigation cases.

- Managed all aspects of the company, which included technical and administrative support involving compliance assurance, general safety, industrial hygiene, safety training, and contractor safety management
- Objectively considered data and information, performed issue spotting, identified alternatives, selected and implemented solutions to deliver services and provide value
- Advised client executive management teams on methods to improve current operating procedures while reducing hazardous exposures and enhancing loss control
- Organized and constructed change management strategies, including; communication plans, engagement plans, implementation schedules, and training program structures
- Evaluated the effectiveness of the clients' current safety management system to identify potential areas of improvement to ensure their Experience Modification Rating and Total Recordable Injury Rates are below industry average
- Delivered high quality assessment audits and corrective action solutions to strengthen all areas of the safety management system and ensure continuous conformance was being achieved
- Developed all client HSE Training instructional materials, including; courses, assessments, lesson plans, and matrices

April 2015 – July 2016: McDermott, Houston, TX

QHSES (Safety Training Manager) Americas, Europe, and Africa – (Promoted)

Key Achievements – Took the region from last place with training compliance to 1st place.

- Created a turnaround plan of action which increased the region's training compliance ratio from last place to first place.
- Developed and implemented multiple system modification changes and process improvement plans which closed up training deficiencies between the Crewing, Equipment Management, Human Resources and Marine Asset functions
- Managed and closed out all incident investigation findings that were related to training root causes or deficiencies
- Created and implemented all local and regional QHSES training activity plans, needs analysis and training matrices
- Served as the Relationship Manager that was responsible for overseeing all external third party training providers which included approving and evaluating their facilities, instructional content, and training delivery
- Responsible for conducting safety audits on all labor providing second party subcontractors' safety management systems to ensure their deliverables and procedures met or exceeded McDermott's established standards
- Served as the regional Subject Matter Expert (SME) on all safety learning and development matters

QHSES Lead (Safety Training SME) Americas, Europe, and Africa

Key Achievements – Redesigned the Regional Sub-Contractor Safety Management System auditing process. Served as Vessel HSES Technician on Deep Gulf South – Devils Tower Spar Modification Project and Anadarko – Heidelberg Spar Placement Installation Project. Successfully conducted and closed out the ergonomic assessment reviews for the Derrick Barge 50 Vessel (DB-50).

- Served as the Lead Train-the-Trainer and was tasked with developing and ensuring all Safety and Critical Craft Trainers were qualified and competent to administer training related materials
- Conducted audits of regional QHSES training functions to ensure they are in conformance with the company's procedures and requirements
- Implemented and delivered regional QHSES training programs to the safety staff through direct training, assessment, and coaching
- Facilitated and coordinated the design, development, review and approval of regional QHSES curriculum

- Mentored, guided, and developed QHSES trainers to ensure that they are competent to deliver QHSES training
- Served as a QHSES subject matter expert with the design and development of MDR training programs. This includes content, materials, instructional designs and assessment methods
- Investigated incidents and implemented corrective actions to remedy and abate contributing causes

February 2014 – April 2015: PICS Auditing, Houston, TX

Safety Professional – Auditor/Trainer

Key Achievement – Spearheaded the creation and implementation of PICS' Inhouse HSE Training Department

- Conducted HSE audits on behalf of operating companies to ensure that all onsite contractors safety programs, policies, and procedures meet prequalification (Audit count 517: 453 Manual Audits and 64 Implementation Audits). Audited Industries included the following: Chemical, Construction, Energy, Manufacturing, Oil and Gas, Petrochemical and Transportation
- Consulted with contractors and offers professional guidance to build their safety program and eliminate potential workplace safety sensitive exposures and hazards
- Created safety training courses for PICS University, courses created - OSHA 10 and 30, Emergency Preparedness, Fire Prevention, Fire Protection, Ergonomics, Office Safety and First Aid

April 2008 – April 2015: In Gear, Houston, TX

Principal of Safety and Training

Key Achievements – Created the company's Learning Management System, HSE Training Lesson Plans / Curriculum and maintained an accident free safety record over a four year period

- Served as the Safety Point of Contact in charge of constructing safety training curriculum and ensuring the school was in compliance with codes and standards
- Oversaw the safety budgeting, recordkeeping, and compliance projects
- Coordinated and conducts all safety inspections and quality evaluations

September 2013 – February 2014: Falck Safety Services, Brookshire, TX

HSE Trainer

Key Achievement – Trained 1106 students on HSE related courses within a 6 month time frame

- Functioned as a primary instructor for safety courses: Confined Space – Entrant/Attendant/Supervisor and Rescue, Fall User Protection, Fire Watch, Helicopter Underwater Egress Training, Hydrogen Sulfide Awareness, Medic First Aid/CPR/AED, Offshore Water Survival, OSHA 10 hour and 30 hour, and Rig Pass – Safe Gulf/Safe Land
- Planned, prepared, and administered the assigned safety course materials to student trainees covering a wide-range of subjects including both lecture and practical environments as it applies in the midstream & upstream oil & gas, petroleum, energy, maritime, and construction industries
- Advised delegates on Occupational Safety and Health Administration (OSHA), Safety and Environmental Management Systems (SEMS), and Bureau of Safety and Environmental Enforcement (BSEE) regulations and policies

June 2008 – September 2013: Aldine Independent School District, Houston, TX

High School Teacher

- Oversaw vocational and corporate skills learning for students entering the workforce
- Responsible for instructing the school's 10 hour OSHA classes
- Prepared and implemented Human Resources, Business Law, and OSHA lesson plans

June 2003 – June 2008: Amegy Bank, N.A., Houston, TX

Risk Coordinator (Promoted)

- Controlled and implemented funds limits of the bank's ACH Risk and Overdrafts to ensure corporate customers were within credit compliance

- Served as the key contributor on the ACH Implementations Management team by ensuring satisfactory daily operations and finding department's workflow for quality assurance
- Explained features, advantages and disadvantages of various policies to promote the efficiency of work flow management

Administrative Assistant

- Tasked with coordinating and assembling all sales request for proposals and bid packages for the Treasury Management Sales department
- Managed Office Procedures including staff, customer service and inventory
- Aided customer service and implementations department in administrative coordinating, and execution of daily duties

June 1999 – June 2003: Department of the Navy, Lemoore, CA

Yeomen 2nd Class Petty Officer, Legal Services, Human Resources, and Training

- Served as the Command Staff Petty Officer and was tasked with supervising the administrative readiness for a staff exceeding 2,500 members
- Aided the Executive Officer in planning, coordinating and executing daily duties and office services including personnel, budget preparation, control and special management directives
- Tasked with managing the personnel performance evaluations process and ensuring benefits were reviewed and updated yearly for the entire staff

TECHNICAL COMPETENCIES:

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| • OSHA Training | • Staff Development |
| • Loss Prevention | • Risk Management |
| • Accident Investigation | • HAZWOPER |
| • Project Management | • Budget Control |
| • Site Inspection | • Content Development |
| • Technical Writing | • Process Management |
| • Safety Auditing | • Learning Management |
| • Hazard Analysis | |

ORGANIZATIONAL MEMBERSHIPS:

- American Society of Safety Engineers and National Association of Safety Professionals
- Procedure Professionals Association

AWARDS AND ACHIEVEMENTS:

- 2020 – Top Performer Exceeding Expectation Safety Professional, Vistra Corp
- 2016 – “40 Under 40” Award, Jessie H. Jones School of Business
- 2014 – Safety Professional of the Year Award, PICS Auditing
- 2008 – Rookie Teacher of the Year Award, Houston Area Alliance of Black School Educators