

Job Description

JOB VACANCY REF NUMBER:

2022-12 (22nd June 2022)

JOB TITLE:

HSE Manager

PURPOSE OF THE JOB:

We are looking for an HSE Manager that will develop safety management policies. A strong calibre that can evaluate the workplace environment and develop safety-management policies that identify and define the safety responsibilities of all employees.

To be a successful HSE Manager you need to monitor performance for trends or other indicators of improving or degrading incident performance and develop strategic solutions that will enhance the performance results as required.

DUTIES & RESPONSIBILITIES:

- Supports the Top Management in the HSE Policy and Guidelines issue.
- Supports the Top Management in the Organization roles and responsibilities definition, for what concerns safety aspects.
- Supports the Top Management in the HSE Management System standard issue.
- Ensures, in accordance with the corporate guidelines, the implementation, updating, review, and auditing of the Company HSE Systems.
- Monitors the effective implementation of appropriate Safety and Environment System procedures and provides for their updating in line with changes in Legislation and Company Directives.
- Provides for motivation and familiarization of all Company personnel respecting the importance of complying with Company system procedures and all Safety equipment provided.
- Assists the Commercial, Engineering, and Operations Department in their dealings with Clients in all issues concerned with Health and Safety at work.
- Conducts safety audits both internal and external.
- Takes part in accident/incident investigation.
- Carries out analysis of accident/incident statistics, identifying trends, and suggesting improvement plans.
- Provides technical support to Senior Management on any safety-related subjects.
- Carries out any in-house safety training.

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- Carries out safety audits.
- Liaises between Clients on safety-related issues.
- Performs Risk Assessment.
- Preparation of Health and Safety documentation for new tenders.
- Provides Safety support and advice, including supervision on the preparation of plans and procedures for initial contract start-up activities.

CANDIDATE:

- Good level of written / verbal English.
- Problems solving skills.
- Efficiency and organization.
- Industrial Hygiene, and Gas Dispersion, Modelling, Explosion Indices

REPORTING TO:

General Manager

WORKING HOURS:

- Full-time - 5 working days (48 hours per week)

PROBATION:

6 Months

Person Specification

KNOWLEDGE:

- Working knowledge in Health, Safety, and Environment Management Systems, Environmental Discharges, Incident Command System, Incident Investigation by using Tripod Beta Tool, HSE Auditing Techniques, HEMP, Radiological Safety,

Desirable:

- Time Management
- Working to Targets
- Management skills
- Good Organization Skills

WORK SKILLS

Essential:

- Strong knowledge of environmental and health and safety basic regulatory and legal framework
- Ability to communicate excellently either orally or in writing, to be able to effectively pass health and safety tips to colleagues and subordinates

GENERAL SKILLS/ ATTRIBUTES:

Essential:

- Ability to lead a team of people effectively and act equally as a team member
- Ability to foresee the possibility of a risk occurring and nipping it in the bud
- Literate in Information Technology, as well as Microsoft Office package
- Ability to handle pressure effectively

Desirable:

- Good communication and training skills.

EXPERIENCE

Essential:

- Minimum 3 years working in an automotive manufacturing environment or similar

Desirable:

- Aluminium industry background

EDUCATION:

Essential:

- Bachelor's Degree in Science/Engineering or equivalent with additional professional qualifications in HSE and Fire & Safety Management Systems.

Desirable:

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- A bachelor's in safety management or in a similar field

QUALIFICATIONS

Essential:

- Previous experience as an **HSE** (supervisor /manager / senior leading role)

Salary:

- Competitive package based on experience