SAFETY, HEALTH & ENVIRONMENTAL OFFICER / SUPERVISOR

Duties and Responsibilities:
1.   Assist the Health & Safety Manager to inspect the site to ensure it is a hazard-free environment.
2.   Implement all policies, activities, procedures, instructions as relevant and required by the QESH management system.
3.   Comply with client and applicable legal and other requirements.
4.   implement plan actions from risks and opportunities assessment.
5.   Promote environmental, safety and health awareness and implement programs at work sites.
6.   Monitor and control subcontractor's safety and health practices.
7.   Enforce the use of personal protective equipment, and continuously improve safety and health practices at workplace.
8.   Ensure good housekeeping at work sites.
9.   Conduct environmental, safety and health inspection.
10.   Monitor the movement of workers, materials, goods, plant and machinery into and out of the project sites.
11.   Assist the site personnel and workers on day-to-day implementation of the QESH management system.
12.   Verify all plant, machinery and equipment are adequate and safe for usage.
13.   Ensure adequate personal protective equipment used by all personnel at site.
14.   Ensure temporary structures and falseworks are checked and endorsed by qualified personnel.
15.   Train and carry out drills and exercises to manage emergency situations on site.
16.   Conduct investigation of all accidents and near-misses.
17.   Undertake any and all other duties and responsibilities as so instructed by the superior.

Accountability:
13.   Accountable for the quality, safety, health and environmental performance at his workplace.

Authority:
11.   Issue Non-Conformance Reports (NCR) on non-conformances identified.