

# Health and Safety Officer

## Health and Safety Officer/ Dublin & Europe

The role of the Health & Safety Advisor is to work with all site and management personnel to ensure all company policies, processes and health and safety legislation is adhered to on all sites.

### PERSON SPECIFICATION:

- Level 7 Degree in Occupational Health and Safety.
- A minimum of 2 years of experience in the Health & Safety field, preferably within the construction sector.
- Proficiency in computer skills, including Excel, Word, PowerPoint, and Outlook. Familiarity with Microsoft Project is a plus.
- Strong communication abilities.
- Excellent IT skills.
- Exceptional organisational skills.
- A strong team player.
- A current driver's license.

### KEY FUNCTIONS & RESULTS AREAS (KEY ACTIVITIES):

- Develop and conduct audits, toolbox talks and other training activities
- Develop, maintain and ensure implementation of an internal Safety Management System
- Ensure the company complies and improves accreditation Safe- T-Cert
- Assist with implementation employee wellness and mental health programmes and initiatives
- Manage all CRL plant & equipment and make sure certification is up to date. Update plant & equipment register regularly.
- Monitor legislative updates, ensuring necessary changes are applied promptly
- Present health and safety progress updates to Company Directors on a daily basis as sites are audited
- Carry out Health and Safety audits as required
- Manage CRL PPE and ensure all sites/personnel are equipped with what they require. Register to be maintained to record which individuals/sites have been issued with PPE.
- Regularly review and update Risk Assessments, Safe Operating Procedures.
- Complete Safety Induction Training for all employees and sub-contractors as required, and maintain documentary evidence of same.
- Investigate, record, and report accidents, incidents and near -misses promptly, ensuring any corrective actions are implemented without delay
- Identify new and on-going safety related training requirements or shortfalls and recommend training for personnel
- Champion change of the attitude and behaviour of site operatives, foremen, managers and sub- contractors by communicating and collaborating with them in the most engaging, though provoking and innovative manner

- Manage CRL yard/stores area, make sure it is maintained in a safe, tidy and organised manner. Tasks to be delegated to CRL stores manager.
- Attend regular Health and Safety Meetings.

**For more information about this Health and safety Officer position or other opportunities, contact Aaron Kennedy at Oradeo Recruitment confidentially on +353 87 720 9723 or apply in confidence.**

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