

HSEQ Manager (Health and Safety Manager)

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Company: Recruitment Matters

Location: Lusaka

Category: other-general

Responsibilities

Develop a strong working relationship with all levels of employees and promote a culture of engagement and altogether better across the company.

To assist the Strategic Lead for H&S in the delivery of HSEQ initiatives throughout the company and the management of HSEQ generally, in raising the operational standards and in contributing to the development and effective operations of the company.

Carry out management system audits and inspections and manage a program of corrective/preventative actions for continuous improvement to ensure the highest standards in technical competence and safe working practices are met.

To monitor, review, improve, and amend the Integrated Management System to ensure continual improvement and compliance.

To support coordination and completion of ISO9001 / ISO14001 / ISO45001 audits and support operational teams with any external audits.

To provide coaching, mentoring, and support to action owners, and provide authoritative advice on the close-out of actions.

Support the Implementation, design, and development of risk management processes, including Risk Assessment, COSHH Assessment, Fire Risk Assessment, and CDM

Compliance Audits.

Development and completion of HS&E Statutory Health, Safety, and Environment Compliance audits and site safety inspections.

Support production of construction phase plans, RAMS, traffic management plans, safe systems of work, and associated construction-related risk management documentation.

Support the delivery of Manager and Supervisor level company health and safety inductions.

Identify knowledge or skills gaps (specific focus on safety, company policies, and procedures) and implement supportive corrective actions to meet these needs to help ensure competency levels are attained and maintained.

Providing internal training and coaching to operational teams in specific subject matters, such as – CDM, Contractor Management, Incident Investigation, Risk Assessment, and COSHH.

Deliver oversight and assurance to managers of their risks, recommend and implement solutions to improve the level of compliance and regulatory risk control, and ensure any breaches are addressed.

Identify any operational and regulatory risks, escalate as appropriate, and provide competent advice and recommendations.

Compile reports to inform the Strategic Lead for H&S of internal audit findings, risk profiles, non-conformity to contractual or external audits, and incident trends in order to facilitate improvement.

Identify and understand the health, safety, environmental & associated legal requirements that are relevant to the work and ensure the teams comply with these. Help the teams understand and actively promote issues regarding health, safety & the environment.

To support and where necessary, lead accident and incident investigation, utilizing root cause analysis and providing advice to Operational teams on effective preventative measures to reduce risk.

Deliver presentations to Operational Management Teams giving insight into performance, risk management, and initiatives relevant to areas within the company.

To provide concise, factual, and accurate information through status reports to the Strategic Lead for H&S, ensuring all information is available to enable effective decisions and improvements to be made.

All other duties as directed by the Strategic Lead for H&S.

Key Skills:

Accountability,

Effective Communication,

Hazard Identification,

Incident Investigation,

Planning,

Budgeting,

Continuous Professional Development (CPD),

Assurance.

Qualifications:

At least 5 years' experience in a full-time HS&E role.

Full working knowledge of ISO45001 (18001) and experience in working with ISO14001 and ISO9001, (ISO50001 / 27001) is an advantage.

Trained auditor or can demonstrate on-the-job auditing experience.

Delivering presentations and writing competent reports.

Experience in issuing, following up, and closing corrective actions.

Experience in dealing with external auditors.

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