

Job Overview:

Health, Safety & Wellbeing Manager

Job Title: Health, Safety & Wellbeing Manager	Location: King’s Cross, London. Plus project sites as needed.	Company: Gratte Brothers Group (GBG)
Reporting to: HSEQ Director	Key Stakeholders/Responsible For: HSEQ team Directors Project Managers Supervisors	

Job Purpose:

The Health, Safety & Wellbeing (HS&W) Manager will provide support, leadership and direction to ensure that health, safety and wellbeing remains a priority area of accountability as the company continues to grow and expand.

You will be an influencer, ensuring that we continue to deliver a culture of continuous improvement, minimise risks and remain compliant.

Key Areas of Responsibility:

General:

- Daily contact with the HSEQ Director to update on trends/continuous improvement/actions.
- Daily contact with HSW Advisors to provide support and assistance where required.
- Attendance at meetings with latest information to be presented.
- Specific meetings to deal with client/site issues & any other issues that may need addressing.
- Attendance at internal & external meetings.
- Provide support to all levels of the company to ensure cooperate and personnel continuous professional development.

Project Resources/Sub-Contractors:

- Regular on-site visits/inspections/audits.
- Carry out phone/e-mail contact and face-to-face meetings as required to ensure standards are being adhered to, and to secure closure of actions.
- Remote co-ordination management as required including communication of business and client issues and delivering related resolutions.

Internal Contacts:

- Daily contact with the Directors and Project Managers.
- Contact with all internal departments as required.
- Daily communication with Delivery, Planning, Project Management and Project Support teams.
- Attendance at project meetings as required.
- Strong links with HSEQ team and support teams.
- Participation and leadership in projects and HSEQ initiatives.

External Contacts

- Contact with clients as required to ensure Gratte Brothers continues to meet their needs and provide an on-going business relationship at both senior and site level.
- Liaison with Sub-Contractors, specialist companies, local authority representatives and local residents as appropriate/needed.
- Contact with supply chain in the event of incidents to follow up on actions and close outs.

Knowledge & Experience:

- Minimum 5-7 years' experience of working in Health and Safety.
- Previous experience of discussing and reporting HSEQ issues, current legal and best practice changes or impacts to the company at a senior level.
- Excellent knowledge of Health & Safety legislation.

- Competent and proficient in the development of training programmes.
- Good knowledge of current industry conditions.

Attributes & Skills:

- Competent in the use of IT.
- Clear thinker with determination and energy, good planning abilities, well-organised and seeking perfection.
- Assertive but personable personality.
- Excellent communication and interpersonal skills with a wide spectrum of personalities.
- Able to influence, willing to lead by example and work on own initiative.
- Strong attention to detail and accuracy.
- Able to work under pressure, whilst ensuring deadlines are met.
- Able to manage, and respond positively to, change.
- Keen to achieve self-development.
- Confident to challenge the status quo in order to achieve a culture dedicated to continuous improvement and best practice.
- Focus and push both self and others to achieve targets and results.
- Excellent at managing and developing trusted relationships, especially in difficult or challenging circumstances.
- Flexible and adaptable in difficult circumstances, and continuously strives to achieve a result.

Qualifications:

- Graduate/Cert Membership of IOSH, ideally qualified to NVQ 5 / NEBOSH Diploma level 6.