

Cobalt Energy – Job Specification

Job Title:	Health and Safety Advisor
Reporting to:	Direct Report: Operations Director of respective SPV company Functional Reporting: to the Head of Health and Safety, who will coordinate matters of Group H&S reporting, professional development and Group H&S initiatives.
Responsible For:	None
Salary:	£40,000 - £46,000 DOE
Location of Role:	Site Based – Welland, Theddingworth Road, Lutterworth, LE17 6NJ

Job Purpose:

The key aim of this role is to promote and support the development of a positive health and safety culture throughout the assigned site and the Cobalt Group by ensuring staff and contractors are adhering to current health and safety legislation and Group Policies and Procedures. This will be achieved by creating, developing and implementing health and safety policies and procedures in line with legislation, Group policies and plant operations

Role and Responsibilities:

- Provide support to the responsible Operations Director, to implement all required legislative, Group and site H&S management and supervision, as part of the SPV Management Team.
- Provide leadership and engagement to embed a culture of continuous improvement with respect to Health & Safety, acting as the site focus for Behavioural Safety and compliance with relevant Health & Safety legislation, Group Policy and local instructions in coordination with the Head of Health and Safety.
- Assist the Head of Health and Safety with implementation of ISO 45001 and when implemented, to assist with leading local internal audits
- Responsible for the Implementation, development, and review of the sites Health and Safety arrangements, in line with ISO45001, to ensure adherence with all Group and site procedures and local instructions, providing a robust quality system and an Integrated Business Management System (IBMS)
- Responsible for the upkeep of the site Group IBMS for application at site from a health and Safety Perspective to assure its alignment with the Group requirements and ensure training and development of staff is provided in their use and general awareness.
- Responsible for monitoring the sites Health and Safety performance, identifying and taking proactive measures to improve performance shortfalls. Reporting such shortfalls, to the local Operations Management Team for action as necessary in the first instance and escalation to the responsible Operations Director (or Group O&M Director) if required.
- Responsible for chairing of the sites Health and Safety committee & represent the site on the UK Health and Safety Committee Forum.
- Responsible for Providing Health and Safety guidance and support to the site teams as required, including assisting or leading with incident investigations to ensure root

cause is identified and embed all learning within the unit(s) and across the Cobalt Group of Companies in coordination with the Head of Health of Safety.

- Responsible for monitoring and reporting of the Site Operations Management Teams progress in close out of recommendations from investigations to the responsible Operations Director.
- Responsible for ensuring detailed incident reports are produced for all health and safety, incidents and ensure suitable reporting to the required persons, in accordance with the Group Procedure
- Responsible for review of 3rd party Health and Safety competence, prior to engaging in the supply of services and compliance with policies and procedures, during delivery of the services, including reporting of non-compliance as required.
- Responsible for the daily inductions and monitoring the quality and compliance with Group Policies and Procedures
- Ownership, management, and development of the sites incident management system, aligned to the Group Emergency Response Plan.
- Produce a weekly H&S report for distribution to Line management, Plant Manager and Head of Health and Safety. Act as a super-user for Incident Reporting System and Promote use and training.
- Responsible for the development and management of the sites Health and Safety audit / Inspection process, aligned on the Groups procedure.
- Support the Operations Director when liaising with the Client and off-site legislative bodies and provide reports as required concerning key metrics such as safety statistics.
- Attend Daily meetings and any outage planning meetings. Strong participation and guidance on compliance, & Risk management
- During Outages periods –
 - plan attendance to be full-time available to the day-to-day outage management.
 - Agree a plan for out-of-hours management of H&S, including call-out support if required.
 - Set up and get approval for H&S plan, CDM set up and compliance
 - Investigations audits and surveillance during the outage.
 - Audit permits and RAMS compliance.
 - Attend all meetings.

Provide detailed H&S summaries for inclusion to the Outage Reports

Qualifications/Experience/Skills:

- Qualified to NEBOSH General Certificate level in Occupational Health and Safety (Minimum)
- Strong organisational & communication skills
- Conversant with relevant ISO standards
- Member of a relevant professional body
- Computer literate & proficient IT skills
- Auditor qualification and audit experience (preferable)

- Incident Investigation qualification and investigation experience (senior or lead investigator preferable)
- Experience in Health and Safety management, with a focus on Energy From Waste/Biomass or Electricity Production.
- Strong working knowledge of UK Legislation, regulations and best practices
- Excellent communication and interpersonal skills

Application details:

Please send a cover email and CV to the Group HR department: hr@cobaltenergy.co.uk

We would politely request no agencies please; we do have existing arrangements with agencies who perform an excellent service, but we maintain several approaches to the recruitment of new staff, and we are not looking for any new agencies at this time.