

Health & Safety Advisor

Grade

Your 07

Contract Type

Regional Worker

Head of Health and Safety



Health & Safety Manager



Health & Safety Advisor



No direct reports

Department

Corporate Services → Health & Safety

Role Overview

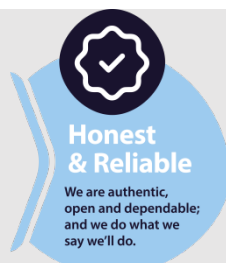
To support the Health and Safety Manager in providing H&S advice to the Asset department and report on contractor activity by way of inspection.

To undertake a programme of assurance visits and H&S inspections on our Contractor led refurbishment projects / upgrades.

RESPONSIBILITIES

- Support the H&S Manager with day-to-day health & safety queries relating to the Asset Department.
- Provide H&S advice and support to the Asset Department.
- Undertake a programme of assurance visits and H&S inspections of our contractors using Mitti (digital platform).
- Produce regular reports / updates from health & safety assurance visits and inspections – as required.
- Analyse inspection information to help identify any emerging health & safety trends.
- Support higher level accident / incident investigations involving employees, contractors etc. to help ascertain root causation and lessons learnt.
- Assist the H&S Manager with the completion of monthly H&S reports.
- Assist with the development and implementation of corporate Health and Safety procedures, particularly those that relate to Contractors, CDM with close links to supporting Procurement with Contractor assessment and onboarding.
- Attend Health & Safety meetings and other departmental meetings as required.
- Support the H&S Trainer with delivery of the YHG H&S Training Programme as required.
- Promote awareness of Health and Safety in the workplace via active partnership working with colleagues and others who may be affected by Group activity

Our values



Creating more places for people to thrive and be recognised as a sector leading landlord

- Undertake additional duties appropriate to the role and/or grade.

STRENGTHS

- ✓ Demonstrable ability to effectively engage with business stakeholders from inside and outside of the organisation
- ✓ Experience of engagement/working with outside agencies e.g., Health & Safety Executive, local authorities, fire service and insurance companies
- ✓ Clear and articulate communication skills, both written & verbal
- ✓ Proficient in the use of IT systems
- ✓ Ability to work autonomously with minimal supervision
- ✓ Good problem solving and negotiation skills

ESSENTIAL REQUIREMENTS

- ✓ A sound knowledge of current H&S Legislation
- ✓ NEBOSH General Certificate or NEBOSH Construction Certificate (or equivalent)
- ✓ Experience of working as part of a multi-disciplinary team in a Health and Safety role, working with a range of internal and external customers.
- ✓ Experience of working in an advisory capacity and providing H&S support in a Construction and / or Refurbishment, Property Improvement environment
- ✓ Experience of implementing, or supporting the development and implementation of a Health & Safety Management System
- ✓ Full UK Driving License & use of own vehicle for work

BENEFICIAL TO THE ROLE

- ✓ Higher level H&S qualifications such as NEBOSH Diploma or NVQ Level 6 equivalent
- ✓ Ability to work flexibly and manage/organise priorities
- ✓ Social Housing experience
- ✓ Knowledge/understanding of Safety Culture system