|  |  |
| --- | --- |
| **Job title:**  | Regional Safety, Health and Environment Advisor |
| **Department:**  |  Safety, Health, Environment and Quality (SHEQ) |
| **Responsible to:**  | Group SHEQ Director |
| **Responsible for:**  | NA |

|  |
| --- |
| **Job Purpose:**  |
| To provide ongoing technical and operational support to the Regional Management Team (RMT) and assist with the implementation of the Group SHE management system and objectives. |

|  |
| --- |
| **Main Duties and Responsibilities:** * To deputise for the RSHEM in their absence as required.
* Assist in the review of existing SHE procedures following legislative or policy changes.
* Provide technical advice and support to all departments and on sites.
* Work collaboratively with departments and RSHEM to devise and develop robust, best practice safe systems of work in highest risk areas or following an incident.
* Work with peers to help drive change and aim for a consistent approach across all regions when assigned specific projects
* Provide guidance, support, technical information and assistance to sub-contractors on our sites.
* Deliver SHEQ improvement projects including trials, proposals, training and information to enable effective roll-out and implementation.
* Provide training and guidance to sites, as required
* Review and monitor external site visit scores and reports, identify trends and prepare guidance or attend sites in order to assist site teams to improve and ensure consistency.
* Undertake regular site inspection visits and prepare report for site manager and SHE records using online application.
* Highlight any trends identified in H&S visits, inspections and reports and review relevant or associated risk assessments and controls.
* Investigate all reported accidents and incidents on sites appropriately and prepare reports.
* Maintain a working knowledge of relevant SHE legislation.
* Any other duties as requested by the SHEQ Director.
* Lead by example
 |
|  |
|  |

|  |  |
| --- | --- |
| **Key Attributes** | Core:* Excellent communication, organising and influencing skills.
* High level of accuracy and attention to detail.
* Ability to work on own initiative or as a member of a team
* Full driving licence.
* Be able to prioritise, adjust and react to rapidly changing situations, often at very short notice.
* Sound knowledge of health, safety and environmental legislation
* Strong oral and written communication and interpersonal skills.
* IT literate.
 |
| Desirable: |
| **Qualifications/****Experience** | Core:* Tech/Grad IOSH
* NEBOSH construction certificate or equivalent
* At least 2 years’ experience in a construction, preferably a house building environment
* Good knowledge of construction methodology and technical specification.
 |
| Desirable:* IEMA qualification
 |

|  |
| --- |
| **I confirm I have read and understood my job description.** |
| Employee Name |  | Date |  |
| Employee Signature |  | Date |  |
| Line Manager Signature |  | Date |  |

I*t is a requirement of Story Homes that all staff work in a flexible manner compatible with their job and in line with the objectives of the company. Please note that the job description for this position may be reviewed and amended to incorporate the future needs of the business.*