Responsibilities

- Assistance to the HSE Director and HSE Manager for Offshore Construction with client’s HSE requirements and compliance.
- Ensure that the ISO 14001:2004 & OHSAS 18001:2007 standards are complied with.
- Supervision of Project HSE and Medical staff.
- Attend pre-job, planning and other client meetings as required.
- Conducts regular audits and inspections at project locations.
- Investigate or arrange for all accidents and near-misses be investigated, prepare report of findings, including
  - Recommendations to prevent recurrence and implement approved course of action.
- Development and implementation of HSE Plans and emergency response plans that comply with Company policies and procedures as well as local client requirements.
- Ensures that all project personnel and crew comply with client and company HSE training and medical requirements.
- Provide relevant information for monthly HSE reports.
- Conduct HSE presentations and training to employees as required.
- Supervise the administrator and record keeping on area specific HSE audits, reports, certifications, permits, etc.
- Assists work site HSE professionals and line management in development of work site HSE and Cause No Harm promotions and campaigns.
- Promote a positive Company image during the course and scope of the performance of these duties.
- Assist in evaluation and selection of subcontractors on the basis of their HSE performance.
- Provide HSE input for the proposals group bids.
• Supervise the maintenance of company HSE statistics, analyse trends and propose and take remedial action where necessary.
• Performs and assumes other duties and responsibilities as may be required by immediate supervisor.

Requirements

• A minimum of ten year’s practical experience in occupational HSE.
• Holding a Diploma or Degree in Occupational Health and Safety or other allied fields.
• Knowledge of and ability to use management concepts and principles including goal setting, planning and execution.
• Possess strong knowledge of OHSAS18001, ISO14001 and ISM / ISPS standards and qualified as an internal auditor.
• Strong knowledge of relevant HSE principles.
• Ability to adhere to Company policies, procedures, guidelines and work requirements.
• Knowledge of regulatory agency, client and subcontractor HSE requirements.
• Knowledge of job duties and management of the Company’s HSE support staff.
• Good knowledge of onshore and offshore construction techniques and the ability to recommend safe work practices.
• Ability to prepare and update HSE statistical tracking and trending data.
• Ability to carry out incident investigation and root cause analysis.
• Proficient in the use of MS Office Applications (Words, Excel, PowerPoint, etc).
• Able to travel at short notice as and when required is a must.
• Willing to go offshore as required.
• Offshore Oil & Gas experience (10 years).
• Oilfield client relationships
• Oilfield contracts knowledge
• Organizational skills
• Documentation skills
• HSE relevant trainings, NEBOSH or equivalent