

## **Health & Safety Manager**

### **Location: Aurivo Dairy Ingredients, Ballaghaderreen, Co. Roscommon**

Aurivo Co-op is a large multi-purpose co-operative engaged in a wide range of activities including dairy processing, liquid milk distribution, animal feed milling, retail stores, e-commerce, garden centres, livestock marketing and sports nutrition. In Aurivo our values define how we operate, employing over 600 people directly and providing employment for many others in wide range of activities including transport & distribution.

### **Opportunity**

Reporting to the Dairy Ingredients Site Manager in Ballaghaderreen, the successful candidate will be responsible for:

### **Key Responsibilities**

- Liaise with various internal and external stakeholders in relation to Health & Safety (H&S) activities
- Act as site contact for regulatory bodies and other external bodies such as HSA on H&S issues
- Develop and implement all necessary H&S procedures and policies and ensure compliance with legislation, codes, standards and industry best practice
- Facilitate site team in the execution of planned inspections, risk assessments, training needs analysis, PPE surveys and occupational health & hygiene surveys including work station ergonomic surveys
- Ensure all accidents and incidents are thoroughly recorded and investigated by Management to identify root causes and ensure that effective corrective actions are taken as required
- Work with external medical / occupational health resources to identify, control and provide information to employees on site occupational health hazards
- Ensure that all new employees receive Induction training on site health and safety policies, procedures and rules
- Ensure all emergency response procedures including facilities and reports are maintained to required regulatory and company standards
- Establish a system for Contractor Management whereby Contractor Hosts are trained to request documentation from contractors, verify training records, provide induction training and issue and close out PTWs, ensuring contractors are always compliant to site rules
- Review high-risk activities on site and develop improvement programmes based on the Safety Hierarchy of Controls theory
- Maintain records of all relevant H&S documentation, reports, files, forms, etc. using the company's software and a suitable, electronic filing system, such as Sharepoint.
- Monitor and review site specific H&S KPIs
- Assess need for and manage accreditation of the H&S management system to a recognise standard (ISO 45001 or other)
- Train or organise training for staff at all levels on H&S issues and responsibilities

### **The ideal candidate will have**

- A relevant qualification in Occupational Safety and Health preferably Level 8 NFQ
- Strong interpersonal and communication skills with an ability to work with all levels of staff & stakeholders

- Drive for achieving a high standard of work
- Ability to work well as part of a team
- Ability to work on their own initiative
- Attention to detail
- Good working knowledge of Microsoft package
- Flexibility in working duties and areas of work

Please forward updated CV to [careers@aurivo.ie](mailto:careers@aurivo.ie) before Monday 23<sup>rd</sup> November 2020. The company reserves the right to select a shortlist from the applications received