

Job Description

Job title	Safety, Quality & Risk Manager	Date May 2025
Reports to (title)	Account Manager	
Contract/Department	Cadent Gas	Revision 01
Location	Ansty Warwickshire / UK Travel	

Job purpose

Describe the overall purpose of the job in two or three sentences.

To lead and inspire the delivery of the EMCOR UK's BTFL whole-person approach to safety through the development and delivery of environmental, health, safety (EHS) strategy, policy, and processes in the account. Leading by example, to relentlessly extol safety leadership behaviours, engaging and developing colleagues and seeking feedback ensuring visible commitment to our Safe and Secure value.

To actively engage and develop the local implementation of a progressive and integrated safety management system through appropriate environmental, health and safety initiatives, including site minor work and capital work projects activities. Implement operating systems and establish a proactive preventative methodology applying data-driven evidence and practical based experience.

To be responsible for all aspects of asbestos compliance and associated management procedures across our customer's estate to safeguard the health and safety of all stakeholders, including the customer, colleagues, visitors, contractors, and members of the public.

Ensure a safe and healthy working environment, through to related statutory duties and the furthering of best practice standards.

Responsible for the co-ordination and provision of all contracted EHS activity, aligned to EMCOR UK's policies and procedures.

To act as the operational lead with client EHS and Operational Teams and to actively participate in the fostering and maintenance of complimentary functional links with the Safety, Quality and Risk (SQR) team.

To be a key member of the SQR senior leadership team through active participation and contribution in fostering EMCOR UK's behavioural safety programme.

Duties/responsibilities/accountabilities/deliverables

List the main aspects of the job, with an emphasis on duties and responsibilities for junior roles, and accountabilities and deliverables for more senior roles.

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- Advise and support the account management on all EHS issues, promoting accountability and responsibility.
- Develop collaborative and trusted working relationships with the operations team, client representatives and supply chain partners to deliver effective EHS management.
- Support effective business communication through advice, review, leadership and direct contribution to management and team meetings, briefings, consultation forums, correspondence, publicity, monthly and ad-hoc reporting and other publications, as appropriate.
- Manage the contract based, proactive, occupational health programme on a risk-based basis.
- To have the curiosity and desire to learn through rigorous broad incident investigation and applying an open and continuous improvement mindset.
- Ensure all the submissions to all accreditations – RoSPA, British Safety Council and environmental Awards are planned and submitted.

Resource responsibilities

Indicate the typical number of direct reports, financial responsibility, control over subcontractors and any responsibility for assets, systems or outsourced services.

- Management of small budget for EHS engagement, EHS event Materials and Publicity
- Functional authority for safety matters over enabling functions including HR, operations, and procurement.
- Working collaboratively with the Central supply chain function to oversee safety related information provided by supply chain partners including RAM's and the competency of operatives.
- Maintain and execute the tenets of organisational ISO frameworks including but not restricted to ISO 900/ 45001/3/14001, acting as site-based expert for internal and external audits against these standards.

Person specification

Describe the knowledge, skills, qualifications, personality and experience required for the job.

- Level 6 Diploma Occupational Health & Safety, or equivalent (NEBOSH Diploma)
- P405 Management of Asbestos in Buildings
- Hold or working towards chartered status as professional development.
- A minimum of 5 years' experience in a Health and safety related role.
- Previous experience of working in a regulated environment.
- Recognised qualification and experience in the management of environmental management systems and legislative frameworks.

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- Auditor trained or auditing experience.
- Experience of ISO 9001, 14001 and 45001 and 45003 standards.
- Comprehensive knowledge and understanding of all aspects of safety and risk management.
- Working knowledge of quality management systems with a degree of procedural technical and HSE compliance.
- Methodical and disciplined approach to work prioritisation and management.
- Good oral and written communicator at all corporate levels.
- Ability to work as part of and lead, develop and positively influence and inspire both own and operational team.
- Ability to work on own initiative and deliver key objectives.
- Able to work under pressure.
- Empathetic & empowering.
- Guide, coach and coordinate the work of others.
- Excellent networking skills and the ability to build / maintain relationships at all levels.
- Detailed understanding of EHS legislation.
- Good IT skills.

Other factors relevant to the job

Enter any additional information which the job holder would need to know, for example: requirement for UK-wide travel, shift patterns, night working, call outs etc.

- Travel across UK will be required with possible overnight stay.
- Current valid driving licence.

Line Manager Signature	
Print Name	
Date	

Job Holder Signature	
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Print Name	
Date	

<i>FOR HR USE ONLY:</i>					
<i>Job Grade</i>		<i>EMCOR Competency Level</i>		<i>Training Profile UTC</i>	