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## HSEQ Advisor

### The Role:

As an HSEQ Advisor, you will support a number of projects to meet the requirements of the Health, Safety, Environmental & Quality Management systems. You will assist the site teams and managers through your inspections by recognising hazards and seeking to minimise risks whilst creating, maintaining, and improving the health, safety, environmental and quality standards. You will champion HSEQ initiatives in the workplace whilst ensuring that legislation is adhered to.

### Key Responsibilities:

- Support the provision of Health & well-being within the business, under the direction of the HSEQ Manager
- Support the communication and promotion of the monthly themes.
- Promote the value of occupational health at a local level
- Provide consistent and accurate HSEQ advice to employees
- Provide support to regions on HSEQ initiatives
- Provide support on HSEQ issues/problems
- Contribute to general communications at a local level
- Produce and communicate HSEQ alerts following incidents and poor-quality standards to promote learning and prevention and continual improvement
- Undertake timely investigations
- Keep local and corporate management informed on the status
- Identify root causes
- Produce safety alerts as above
- Monitoring, verifying & reporting HSEQ statistics for regions on a monthly basis as directed.
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- Log all significant PI's, Minor Injuries, RIDDORS onto Envoy completing the investigation (for significant PI's, RIDDORS, LTI's) and producing a safety alert within 4 working days.
- Produce monthly HSEQ report for HSEQ Manager and Regional Lead incorporating locally agreed information and content.
- Ensure internal and external safety alerts are cascaded within regions where appropriate
- Monitor Regional HSEQ trends highlighting areas for improvement and supporting Regional Leads on improvement deliverables.
- Produce and cascade monthly PI posters with 'closing the loop' information.
- Approve Regional Vendors from the HSEQW perspective logging approval/feedback on the SharePoint system.
- Provide monthly HSEQ statistics as directed by the Client.
- Feedback updates for HSEQ matters detailing Incidents, Front Foot activities, and High-Risk sites from the Region during weekly HSEQ Teams calls.
- Update HSEQ Detailed Inspection Trending /Tracker Spreadsheet under the Regional folder on the shared safety drive.



- Log Cardinal Rule non-conformances emanating from Detailed Inspections onto Envoy linking responsibility for closure. Include outstanding closures in a monthly report to Regional Lead (see item 3).
- Coordinate data and actions from contact with Enforcement Agencies ensuring that all contacts are logged on CF152-50 Enforcement Authorities Form and outstanding actions closed.
- Provide support and advice in accordance with HSEQ Advisor responsibilities set out in CPR636 Process for Managing Facilities Management Pack
- Complete HSEQ Detailed Inspections and HSEQ Advisory Notes per month (as agreed with HSE Manager)
- Support regions in delivering outputs from Annual Be Healthy Be Safe Plans and provide a monthly progress update.
- Review weekly Positive Intervention Reporting from regions and determine root causes & Front Foot actions
- Support Line Managers with 'Back to Work' risk assessments where people are fit with restrictions
- Complete initial incident reports within 24 hours & root caused investigation report within 7 days of the incident. All incidents to be recorded on Envoy
- Support Expectant Mother risk assessments
- Provide support for New Staff on HSEQ Management System Onboarding within 1<sup>st</sup> month of employment.
- Provide Internal Auditor direction and support on Regional Audits to maintain the internal audit schedule

## Key Relationships:

- HSEQ Director
- HSEQ Manager
- Lead Environmental Advisor
- HSEQ Systems & Audit Manager
- Quality Coach
- Internal Auditor
- Contracts Managers
- Operations Manager
- Regional Manager
- Regional Director

## Person Specification:

The successful candidate is likely to meet all of the following criteria:

### Essential

- NEBOSH general certificate or equivalent as a minimum but ideally IOSH
- CEnv or equivalent as a minimum but ideally associate IEMA
- Client facing
- Sound knowledge of quality controls associated with company work activities
- Analytical skills to interpret detailed information and regulations
- High standard of written English
- Good communication skills, including a professional telephone manner
- People skills – ability to liaise with staff/operatives of all levels within Barhale

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- Excellent use of MS Office – Word, Excel, and Power-point
- Effective communicator with strong presentation and report-writing skills
- CSCS Safety Professional card
- Able to work as a member of a team, but capable of working alone to tight deadlines as appropriate Pride - sets own high-quality standards, e.g., attention to detail
- Passion for Health, Safety, Environment & Quality
- Lead by/set a good example.

## **Desirable**

- Extensive HSEQ experience within a civil engineering environment, experience in the rail sector
- Level 3 AET or PTTLs

## **Benefits:**

As well as offering a competitive salary, remuneration for this role includes a range of benefits.

- 5% Company pension contribution
- Life Assurance at 2 x notional salary
- Single person's private medical cover
- Permanent Health Cover
- Company Profit Share Scheme
- Company car / or car allowance (Dependent on position)
- Career Development and ongoing training
- Staff Referral Scheme
- 25 days annual leave with additional loyalty days (Full-Time equivalent)
- Volunteering Scheme
- Environmental and Social Value initiatives

## **About Barhale:**

Barhale is one of the largest privately-owned civil engineering and infrastructure specialists with 40 years of experience working UK-wide across the water, transport, built environment and energy sectors. Founded by our Chairman, Dennis Curran in 1980, the group was originally set up as a specialist tunnelling contractor. While we retain our tunnelling roots, repeated success in several construction industry sectors has enabled us to expand our skillset and become one of the largest privately-owned infrastructure specialists in the UK.

## **What we do**

We provide design, construction, and maintenance services to the following sectors.

- Water
- Transport
- Energy
- Built Environment

We also possess a range of specialist skills to support our civil engineering and infrastructure activities including.

- Tunnelling

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- MEICA capabilities
- In-house design
- A steel-fabrication and supply subsidiary (BCS Group)

## Who we are?

Barhale operates as a tier-1 partner for blue-chip, regulated, and private clients. We work as part of large frameworks, joint ventures, and alliances and on individual projects developing long-standing relationships based on Trust, Integrity, and Pride.

## Our People

We employ a direct workforce of over 1,000 employees nationwide. We recognise that our business is only as good as the people we employ, which is why we value them so highly and invest in regular training and development, utilising our dedicated training facility in Walsall.

Our commitment to career progression, personal development, innovation, collaborative working, diversity and Inclusion, health and wellbeing and work-life balance is what makes us a Gold Investors in People Company.

**How to apply:** [careers@barhale.co.uk](mailto:careers@barhale.co.uk)