

JOB DESCRIPTION

CONTRACTUAL POSITION

JOB TITLE: ENVIRONMENTAL, OCCUPATIONAL HEALTH AND SAFETY INSPECTOR

JOB SUMMARY

The incumbent is responsible for providing a range of Environmental, Occupational, Health and Safety services to line management of the various Districts and Divisions, such as inspections and audits, investigations, handling complaints, advice support, training, making recommendations to ensure compliance with Ministry of Works and Transport Occupational, Environmental, Health and Safety programmes, laws and regulations.

REPORTS TO: Environmental, Occupational, Health and Safety Coordinator

SUPERVISION GIVEN TO: N/A

DUTIES AND RESPONSIBILITIES:

- Conducts environmental, occupational, health and safety inspections and audits, investigates complaints and incidents, makes recommendations and prepares related reports.
- Conducts and participates in environmental, health and safety training programmes.
- Monitors and evaluates compliance to the Ministry's environmental and occupational health and safety policies and procedures, ensuring compliance with laws and regulations.
- Evaluates method statements, risk assessments and job hazard analysis.
- Conducts orientation and safety briefings.
- Reviews contractors Health, Safety and Environment Management Systems.
- Performs related duties and assigned responsibilities as required.

KNOWLEDGE, SKILLS AND ABILITIES

KNOWLEDGE:

- Knowledge of construction safety, a system of work.
- Knowledge of evaluating environmental, health and safety policies and programmes.
- Knowledge of laws and regulations relating to occupational safety and health and the environment.
- Knowledge of Certificate of Environmental Clearance (CEC) monitoring.

SKILLS AND ABILITIES :

- Excellent interpersonal and communication skills.

MINIMUM EXPERIENCE AND TRAINING:

- BSc Occupational, Environmental Health and Safety.

OR

- BSc in Environment **WITH** a NEBOSH certificate in Health and Safety.
- Knowledge and experience in mediation and conflict resolution will be an asset.
- At least three (3) years' experience in Environmental, Occupational Health and Safety Management.