

Job Description

Job details

Job Title:	Health and Safety Advisor	Reports to (Job Title):	Group Manager QAS
Job profile:	PL/SPL Business Services		

Description of role

Work as member of the H&S team within the Quality and Safety Group to provide advice and support to everyone working at TWI. The H&S team are currently working on site on a rota basis. The role includes all aspects of H&S including:

- assisting staff in the production of risk and COSHH assessments,
- the data logging of accident and near miss statistics,
- conducting PUWER assessments,
- conducting fire risk assessments,
- offering advice and assistance on health and safety matters.
- updating safety information around site,
- working with team members to maintain our ISO 45001:2018 certification

You will be required to work under the guidance of the H&S Team Leader in order to deliver a timely, efficient and professional service to internal customers.

Person specification

Criteria	Essential	Desirable
Qualifications	NEBOSH General Certificate or equivalent	<ul style="list-style-type: none"> • NEBOSH Diploma or equivalent • NEBOSH National Certificate in Fire Safety & Risk Management •
Skills	MS Office – especially Excel	<ul style="list-style-type: none"> •
Specific relevant experience	Risk & COSHH assessments	<ul style="list-style-type: none"> • Engineering • PUWER • Environmental management
Competencies aligned to Organisational values	<ul style="list-style-type: none"> • Team work • Customer focus • Respect • Adaptability • Responsibility 	<ul style="list-style-type: none"> • Innovation •

TWI Culture

As one of the world's leading independent research and technology organisations, we are committed to attracting, motivating and retaining the best talent from around the world. Our goal is to develop the next generation of experts to address future industry challenges.

We are committed to creating a culture that recognises and respects the differences between people while valuing the contribution everyone makes to TWI.

The diversity of our staff and students makes a positive and important contribution to our continuing success.

TWI offers a comprehensive training programme, incorporating both in-house and external courses to support staff development.

TWI Values:

Teamwork

Building effective working relationships, we accomplish more together

Innovation and Expertise

Championing new ideas and sharing knowledge with each other

Taking responsibility

Achieving our objectives and personal development

Customer focus

Building trusting relationships with our customers

Adaptability

Accepting and engaging positively with change

Respect

Respecting the views and feelings of others