

<b>JOB TITLE</b>	Safety and Compliance Manager
<b>LOCATION</b>	Warrington
<b>EMPLOYMENT</b>	Permanent
<b>REPORTS TO</b>	Plant Manager

#### DESCRIPTION OF FUNCTION

The Environmental, Health and Safety (EHS) Manager will provide environmental, health and safety and quality leadership across the ERF, being a champion of compliance and best practice. Assist in the management of the Company's environmental responsibilities in compliance with environmental permits and licenses at the ERF. Along with being responsible for the management of safety systems and safe systems of work within the ERF whilst monitoring and managing at site level compliance with relevant ISO quality and other accreditations.

#### JOB RESPONSIBILITIES & DUTIES

- Ensuring compliance with site environmental permits or licences as well as specific working plans, including general administration and auditing.
- The management of monitoring regimes for the ERF. To ensure that all monitoring/recording is carried out in line with permit requirements, company procedures and industry best practice in a safe manner at all times.
- Review monitoring data collected and provide guidance/advice/corrective actions on problems identified.
- Preparation of environmental monitoring reports and submissions to internal and external bodies in compliance with permits and licences, and in accordance with the company procedures.
- The interpretation of relevant environmental data to assess and improve the effectiveness of current control measures at the site, managing appropriate actions to prevent environmental breaches or other environmental incidents.
- Regular communication with Plant Manager, facility operations and technical staff regarding on going environmental control, ensuring all personnel are provided with relevant data and information within agreed timescales
- Ensuring that the quality of the environmental monitoring and management systems and infrastructure on site are maintained at optimum levels and where necessary oversee and assist in maintenance duties as required by the Plant Manager.
- Act as a focus for all the ERF Health & Safety issues, liaising closely with central SHQS, Environmental teams, as well as EHS colleagues within the business to ensure best practice.
- Chair regular the ERF Safety meetings to communicate issues both ways, acting to resolve outstanding and arising items.
- Ensure timely reporting of incidents and accidents in line with statutory and company requirements.
- Collation of health and safety data, monitoring of performance against KPIs and company standards and production of necessary monthly and other reports.
- Undertake contractor monitoring during works to ensure compliance with safety and environmental procedures.
- Provide health and safety support and leadership during planned and unplanned plant outages; taking a proactive role in monitoring contractor health and safety arrangements.
- General understanding of operation of associated plant, to allow safe shutdown prior to works and re-start after completion.
- Undertake other assignments assigned to you by the Plant Manager from time to time.

- Work closely with the Plant Manager and site team in the development of the plant to maintain high productivity.
- In conjunction with the management team, ensure the site meets its obligations regarding the Environmental Permit, and notify the Plant Manager of any breaches or potential risks to the environment.
- Ensure the effective operation of the sites Quality Management System.
- Acting as audit lead, ensuring site is fully prepared for all internal and external audits relating to ISO, safety and environmental aspects.
- Carry out site inspections and audits to assess compliance with health, safety & environmental company standards and make recommendations for improvement.
- Deliver safety and environmental initiatives to the site team. Create and present tool box talks as appropriate.
- Actively monitor, maintain and manage environmental and health and safety risk assessments, SSOW and method statements to ensure best practice and prevention of incidents and accidents.
- Liaison with regulators as required for both ERF and any neighbouring sites as required. Building positive and constructive relationships, presenting the organization in a positive, professional and appropriate way at all times.
- Acting as the focal point for environmental and safety advice on site; and seeking additional guidance from central SHQS & E&S teams when required.
- Support interface with neighbouring sites, if applicable.
- Providing cover for other EHS Manager colleagues and support to other ERFs in the region when required, for example during audits, holiday periods or outages.

**CAPABILITY PROFILE; KNOWLEDGE, SKILLS AND EXPERIENCE**

**Essential**

KE1: Extensive knowledge of the technical aspects of waste management.  
 KE2: Thorough understanding of environmental regulation incl permitting, licensing etc.  
 KE3: Knowledge of environmental databases and analysis software.  
 KE4: Knowledge and understanding of health and safety legislation and best practice.  
 KE5: Knowledge of Continuous Emission Monitoring (CEMS) systems.

**Desirable**

KD1: Understanding of power generation or process technology.  
 KD2: Awareness of the relevant management standards ISO9001, ISO14001, ISO45001 and ISO50001.

**Essential**

SE1: Good analytical skills with a clear thought process and high level of accuracy.  
 SE2: Highly computer literate with the ability to interpret and collate environmental data.  
 SE3: Team management skills.  
 SE4: Self-motivated with the ability to work to deadlines and constantly juggle priorities.  
 SE5: Excellent attention to detail.  
 SE6: Good team player.  
 SE7: Strong interpersonal and influencing skills.  
 SE8: Good written and verbal communication skills.

**Essential**

EE1: Significant experience of permitted / regulated activities and processes, preferably within a controlled emissions environment.  
 EE2: Experience of managing health and safety within a complex workplace.

**Essential**

QE1: Science based Degree (or equivalent in relevant subject) or comparable experience.  
 QE2: NEBOSH (or equivalent) safety qualification.

EE3: Practical experience of data management and interpretation using Excel and other data analysis software.

EE4: Experience of environmental databases.

**Desirable**

ED1: Experience of alternative waste treatment technologies.

ED2: Contract administration and management.

**Desirable**

QD1: Active member of relevant professional bodies.

QD2: Full, UK driving licence.