

# JOB VACANCY

## HSE ADVISOR/MANAGER

**Electrical Power Engineering Services (E.P.E.S) Ltd** is one of the country's leading high voltage Electrical engineering companies formed in 2001 and located in Heanor, Derbyshire.

The company specialises in carrying out HV & LV installation works for both new and existing high voltage systems as well as providing maintenance and network support.

The company is also able to offer the supply of new and refurbished Power & Distribution Transformers, HV and LV switchgear and associated equipment through its sister company Bowers Electricals Ltd.

Our customers range from both private industrial sectors to public sector companies and utilities.

The E.P.E.S engineering team is highly flexible to meet our customer's stringent demands ensuring effective installation and maintenance of our customer's networks on a 24hour basis.

Our services include: HV and LV contracting installation, project management, cabling, jointing, maintenance and testing and commissioning along with temporary and permanent Generator solutions.

### **Health, Safety & Environmental Advisor/Manager**

Due to the pending retirement of our current Health and Safety Manager we are looking for a self-motivated, experienced candidate to take up the role as Health, Safety & Environmental Advisor that will report directly to the Managing Director of E.P.E.S. (Responsible for Health & Safety).

The primary focus of this role will be the continual improvement of the existing Health and Safety practises within the business while continually improving the systems in line with all known legislation and best practises.

As we operate in the sector of high voltage contracting predominantly working with 11kV switchgear and systems a previous history within this sector is preferable.

### **Key elements of the role include (but not limited to)**

- Implement to new employee's the company HV & LV safety Rules and operating procedures.
- Assist the Management team with Training and development of staff and issuing of competency certificates in line with training capability and the company safety rules. This will include ongoing monitoring of all staff to ensure training and competencies remain compliant.
- Maintain current management system in place and improve where possible, annual review in conjunction with other stakeholders.
- Liaise and co-ordinate matters of Health and Safety, in line with company procedures and legislation, report to management any actions needed to ensure compliance and monitor actions taken.

## **JOB VACANCY**

# **HSE ADVISOR/MANAGER**

- Deliver internal training necessary to promote understanding of all Health, Safety, Environmental & Quality subjects and how they affect them in their roles.
- Develop and implement the companies Health and Safety and Quality policies that show a true reflection of the business and its goals.
- Monitor performance against agreed Key Points of Interest (KPI) that have been identified by key stakeholders, generate relevant data and issue to the Senior Leadership Team (SLT).
- Liaise with Customers and Suppliers where necessary to ensure standards are followed and maintained.
- Conduct on site physical conditions audits/inspections to that will identify potential deviations from known company standards, this will include the generation of reports that will detail all issues and possible corrective actions to ensure that E.P.E.S company standards are upheld at all times.
- Production and issuing of Risk Assessment/Method Statements for all work carried out by the company.
- Production of bespoke HSE documentation required by the company & clients to achieve its goals and targets including the completion of Pre-Qualification Questionnaires.
- The maintenance of all current industry accreditations i.e., AVETTA along with uplifting to other when requested by clients.
- Maintain all known HSE Registers i.e., LOLER, Equipment calibrations, COSHH.
- Working with other stakeholders to improve working conditions for all within the company.

The ideal candidate will have experience of the industry but candidates with suitable qualifications and acumen will be considered.

### **Qualification Requirements**

NEBOSH General Certificate/ NVQ level 3 or equivalent

Tech IOSH (Preferable)

### **Salaries and packages.**

- Salary commensurate with qualifications and experience
- Normal working hours are Mon-Fri 8:00-4:45 with 30mins lunch break but we do offer flexible working and times are subject to negotiation. Overtime and weekend call out may apply for which overtime will be paid.
- Please submit CV with details of experience and salary expectations to Mr Tony McNally Managing Director E.P.E.S. email address [Tony@epes.co.uk](mailto:Tony@epes.co.uk)

**As E.P.E.S. has an agreement in place no speculative agency submissions will be taken at this time**