



**Project HSE Manager**  
**Job Opportunity at Qatar with Leading International Company**  
**Job ID: 3198**

## **SUMMARY JOB DESCRIPTION**

Manage the Health, Safety and Environment (HSE) Department. Be responsible for the management, implementation, operation, monitoring and review of the HSE management system with the goal of achieving work activities without incident, harm to personnel or damage to property or the environment. Provide functional HSE support to all management, supervision and work personnel.

## **DUTIES & RESPONSIBILITIES**

- Implement and monitor the HSE Management System, Plans and Safe Work Procedures.
- Promote the HSE Management System by personal example and leadership.
- Promote a strong awareness and personal responsibility for HSE with all management and supervisory personnel.
- Review Company activities and ensure compliance with HSE Policies, HSE Plans and Procedures.
- Ensure that Contractor HSE activities comply with Company & Contractor HSE Policies & Plans conform to the terms & conditions of the Contract and meet local statutory HSE regulations.
- Liaise with and Coordinate HSE activities with ALUTECHSE Department.
- Ensure that all Hazards and Risks associated with Company and Contractor work activities have been identified, assessed and actions implemented to eliminate or reduce.
- Review the daily, weekly and monthly HSE site reports and statistics.
- Compile and publish HSE statistics and communicate to all management and personnel
- Ensure that emergency preparedness and response plans are developed, documented, implemented and tested.
- Ensure that effective medical, first aid, occupational health facilities, resources, equipment and consumables are provided and maintained at all offices and work sites.
- Implement and execute HSE training plan for Company HSE and other personnel.
- Lead risk assessments and studies and ensure results are addressed as work is executed.
- Develop specific safety procedures with the Site Team to address identified risks and challenges.
- Organize and facilitate training, drills and exercises for emergency preparedness and response.
- Ensure that Company HSE performance requirements are included in all contract documents.
- Ensure that the Contractor activities comply with the Contractor HSE Plan and conform to the terms and conditions of the contract between Company and Contractor.
- Follow up accident investigations to ensure close-out or recommendations to prevent recurrence and ensure communications of results across Company and Contractor workforces.
- Promote HSE-related lessons learnt and the exchange of HSE information across Company and Contractor workforces with the goal of achieving higher HSE awareness.
- Prepare, convene and facilitate regular HSE Committee meetings.
- Monitor activities of and mentor HSE Coordinator.
- Any other HSE related duties that may be required by ALUTECH Top Management.

## **EXPERIENCE / KNOWLEDGE**

- 15+ years' experience in HSE field
- 5+ years' experience as HSE Manager.
- Experience in Façade activities
- Experience in major projects
- Experience in management of HSE

## **EDUCATION & QULIFICATIONS**

- Professionally qualified with:
- Relevant Degree, or Diploma In Safety Management, or NEBOSH Diploma
- Lead Auditor of Safety Management Systems (OHSAS18001/ISO45001)
- Lead Auditor of Quality Management Systems (ISO 9001)
- Lead Auditor of Environmental Management Systems (ISO 14001)

## **OTHER REQUIREMENTS**

### Capabilities

- Excellent spoken and written English. Highly effective written and oral skills.
- Strong HSE commitment and willingness to be a proactive HSE role model and leader
- Highly motivated, self-starting individual with ability to work unsupervised in a high activity environment and achieve results through strong leadership and motivation.
- Competent and experienced in developing, documenting and implementing comprehensive HSE Management Systems.
- Competent and experienced in effective management of an HSE Team-office and site
- Pragmatic approach to problem solving
- Strong experience in working with third party contractors to create a successful HSE program
- Comprehensive knowledge of Health, Safety and Environmental legislation
- Comprehensive knowledge of Quality Assurance practices, processes and standards
- Comprehensive knowledge of Health and Medical practices, processes and standards
- Comprehensive knowledge of QCS 2014 standards.
- Comprehensive knowledge of OHSAS18001: 2007 Occupational Health and Safety Standard
- Comprehensive knowledge of ISO14001:2004 Environmental Management Standard