



Person Specification

Job Title

Deputy Health & Safety Manager

Qualifications



Essential

Nebosh National Diploma in Occupational Health and Safety	A/I
Certified Member of Professional Body IOSH	A
Legionella Management for Responsible Persons	A
English, Maths, ICT	A
Full driving licence	A

Qualifications

Desirable

Member of IFSM	A/I
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Experience

Essential

Demonstrable experience in a similar health and safety role.	A/I
Management of health & safety hazards in the workplace, including fire and legionella.	A/I
Ability to assess organisational health and safety risks and advise on appropriate control measures.	A/I
Delivering training across all departments	A/I
Working independently, proactively and flexibly, also as part of a larger management team.	A/I

Knowledge / Skills

Essential

Good level written communication	A/I
Core skills applicable to the application of health and safety and evidenced through essential qualifications	A/I
Good level of general ICT Skills	A/I
Able to prioritise a diverse challenging workload to ensure the safety of all stakeholders.	A/I
Communication skills to liaise with external bodies and staff at all levels on a range of health and safety issues	A/I
Independence of action to ensure tasks are completed in a safe and effective manner and development of organisational strategy	A/I
Develop and review risk assessment and training gaps within the organisation	A/I
Excellent organisational skills and attention to detail.	A/I
Able to work on own initiative	A/I

Other personal requirements

Essential

Approachable and helpful.	I
Able to effectively manage a complex, varied and sizeable workload of a specialized and technical nature.	I
Be prepared to work flexibly to fulfil the duties and responsibilities of the post for both core business functions in accordance with the needs of the Charity, hubs, and subsidiary organizations.	I

A Application Form

C Assessment Centre

I Interview