

**BRIDA PTY LTD &
NGARLIYARNDU BINDIRRI ABORIGINAL CORPORATION**



POSITION DESCRIPTION

Job Title:	OHS Manager	Business Unit:	Brida
Location:	Dampier	Roster:	Mon to Friday (5 days p/w)
Reports to:	General Manager	Reports:	Safety Offices x 2

ROLE OBJECTIVE

The objective of this position is to achieve a “NO HARM” workplace, through the leading, development and implementation of effective health and safety culture within the business. This role is the gatekeeper of safety standards and will work to educate and motivate all NBAC and Brida employees to comply with applicable health and safety legislation to the business and move towards a best practice approach in OHS.

DUTIES & RESPONSIBILITIES

Health & Safety

- Lead Brida and NBAC’s safety management plan, and assisting leaders in implementing the safety strategy;
- Contributing to the organisational goal of best practice health & safety management, and foster and develop a proactive OH&S culture across the organisation;
- Provide guidance, information, instruction and training to staff and contractors on WHS obligations and legislative requirements;
- Monitor, measure and report to the General Manager on safety management system and WHS matters;
- Develop all Safe Work Procedures (SWPs) and policies necessary across the business in collaboration with the stakeholders;
- Manage the implementation of all safety management plans, including but not limited to the Incident & Injury Management Plans, Cyclone Management Plan, Summer Management Plan, Heat Management Plan;
- Oversee incident and injury management, including employee support, investigation, reporting and education;
- Manage the training and development requirements for all employees within the OHS discipline including the induction of new employees;
- Regularly attend site visits with all contracting partners ensuring they are kept abreast of changes, incidents and improvements;
- Conduct regular site inspections and random audits across all teams and report to General Manager on results; and
- Measure company performance as per organisational objectives and targets and report back to the General Manager.

Leadership

- Provide clear, supportive and outcome-based leadership to the team of **safety** advisors;
- Continuously mentor and support all leaders in promoting a safe work environment, in developing their safety leadership skills and in meeting safety objectives
- Develop effective and positive relationships with all stakeholders; and

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- Provide mentoring to the leadership team to develop WHS initiatives, drive, change and maintain a strong “safety first” culture.

Additional Responsibilities

- Undertake any other task or responsibility as requested.

EXPERIENCE & QUALIFICATIONS

ESSENTIAL

- Demonstrated 5 years’ experience in similar role;
- Demonstrated experience within a mining or civil construction environment;
- Relevant tertiary qualifications in Health and Safety;
- Demonstrated problem solving, analytical and time management skills;
- Excellent stakeholder engagement and communication skills with the ability to present and explain health and safety topics;
- Demonstrated experience in the delivery of workplace training;
- Understanding and respect for Indigenous culture
- Strong computer skills – Microsoft Office, safety management systems
- Full and valid C Class Driver’s License

DESIRABLE

- Previous experience and qualification in Auditing
- Strong relationship management and networking skills
- Experience working with Aboriginal People and communities
- Cert IV in Training and Assessment