



Health & Safety

Officer

Department: Insurance



Role

Ensures that all applicable aspects of Health & Safety, Fire prevention and Emergency situations legislation are properly covered within the Company (including training, procedures, processes)

- ◆ Carries out prevention and protection activities as member of the company's internal function;
- ◆ Analyses and makes proposals on the health and safety at work policy and the prevention and protection plan;
- ◆ Approves and makes proposals on selecting, buying, maintaining and using the work equipment, the collective and individual protection equipment;
- ◆ Proposes measures for the arrangement of the work places, taking into account the presence of the groups sensitive to specific risks;
- ◆ Ensures processes and ways to apply legal regulations on health and safety, fire prevention and emergency situations and follows up how they are observed, as well as the measures taken by the labour inspector and by the sanitarians;
- ◆ Prepares reports on various health and safety KPI's for management of the company;



Requirements

Knowledge (required):

- ◆ University graduate
- ◆ English (intermediate - advanced level)
- ◆ Excellent knowledge of employer's administrative procedures and systems
- ◆ PC literate (MS Office)
- ◆ H&S Certificate (80 hrs training)
- ◆ Fire Prevention/Emergency situation certification

Skills:

- ◆ Good organisational, communication and interpersonal skills
- ◆ Consistency, efficiency, responsibility

Trimite aplicatia sau recomandarile tale, pe adresa: cariere@provident.ro

* specifica in subiectul email-ului pozitia pentru care aplici