JOB TITLE: HEALTH AND SAFETY OFFICER

Areas of Responsibility: AS ASSIGNED BY SUPERVISOR.

Reports To: OCCUPATIONAL HEALTH AND SAFETY MANAGER

Specific Knowledge:

Minimum of (5) five years of hands-on experience in the cement or mining industry.

Due Date: 9/12/2024 12:00 AM

Main Duties

1.Conduct regular safety inspections, identify potential hazards, risk assessments for processes and equipment, implement and monitor control measures .

2. Ensure compliance and updated with all local and international health and safety regulations.

3. Prepare and submit required health and safety reports to regulatory bodies.

4. Develop and conduct safety training programs for all employees, including new hires, to ensure understanding of safety protocols while promoting a culture of safety .

5. Implement strategies to prevent workplace accidents and occupational illnesses.

6. Lead investigations into any accidents, incidents, or near-misses to determine root causes and recommend corrective action.

7. Maintain records of incidents, investigations, and follow-up actions for continuous improvement in safety practices.

8. Develop emergency response plans for potential incidents eg explosions, or chemical spills.

9. Coordinate and conduct emergency drills to ensure that all employees are prepared .

10. Work closely with local emergency services to align emergency procedures .

11. Oversee dust control and ventilation systems measures to minimize airborne contaminants.

12. Regularly inspect safety equipment, such as fire extinguishers, safety harnesses, and first-aid kits, to ensure they are in working order.

13. Report safety performance metric highlighting areas of concern and recommending improvements.

14. Propose and implement continuous improvement initiatives to enhance the overall safety.

15. Foster a proactive safety culture where employees at all levels are encouraged to take responsibility for their own safety and the safety of others.

Minimum Requirements (Qualifications)

1.Possession of a Bachelor's Degree in Occupational Health and Safety or Environmental Sciences or related field.

2. NEBOSH, NOSHIC 1 and 2 Certification (Tanzania), ISO 45001:2015 Safety Management.

4. Strong understanding of First Aid/CPR Certification; essential for emergency response.

5. Familiarity with health and safety regulations and practices in manufacturing is advantageous.

6. Proficiency in ISO 45001 audits, expertise in accident investigation, skilled in risk assesment, OSH training and fluent in computer application skills.

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