

Health and Safety Manager

Hours: 37.5 hours per week

Reporting to: Managing Director, Technical Director, Works Director, Operations Manager

Line Management Responsibilities: Site teams/office personnel

Salary: £35,000 to £40,000 PA

Health and Safety Manager role at Retain Limited

Elevate safety standards and influence best practices. Join the award-winning Retain Limited in a key managerial role focused on health and safety within the industrial and commercial roofing, scaffolding and commercial solar energy sectors.

Your Role

Implement and oversee comprehensive health and safety policies to ensure compliance with regulatory standards. You will focus on creating and maintaining a safe working environment for all team members.

Who You'll Work With

Liaise with site teams, supervisors, and project managers to cultivate a safety-first culture across all operations.

Why It Matters

Your expertise will be crucial in safeguarding our workforce's well-being while helping Retain Limited maintain its reputation for operational excellence in the field.

Life here is fast-paced and challenging. It's a great environment to expand knowledge and enhance daily skills. We are focused on new ideas and continuing to improve.

This is an exciting opportunity for an individual to make a real impact on a small to medium-sized company. Working closely with the Technical Director and Operations Manager in a position that will empower you to make decisions, encourage you to think outside the box and be a catalyst for positive change.

The successful individual will have extensive experience in the construction industry and excellent technical knowledge of construction health and safety policies. They will be hardworking and committed, with excellent written and verbal communication skills. A professional yet personal approach to building relationships with key stakeholders is essential.

Roles and Responsibilities:

Attending different sites situated all over the UK, you will:

1. Develop and Implement Health and Safety Policies

- Create comprehensive health and safety policies, procedures and RAMS that align with regulatory requirements and industry best practices
- Ensure policies are communicated effectively to all employees and contractors

2. Conduct Risk Assessments

- Identify hazards and risks associated with roofing, solar, and scaffolding operations
- Perform regular inspections and risk assessments of job sites, equipment, and work processes to mitigate and eliminate hazards

3. Training and Education

- Organise and deliver training programs to educate employees and contractors on safe work practices, including using personal protective equipment (PPE), handling hazardous materials, and emergency response procedures
- Responsible for the company's training matrix and ensuring that all staff members are current and competent and organise relevant courses for the development of employees

4. Incident Investigation and Reporting

- Investigate accidents, incidents, and near misses to determine root causes and implement corrective actions
- Maintain accurate records of incidents and prepare reports for management and regulatory authorities as required

5. Compliance Monitoring

- Monitor compliance with applicable health and safety laws, regulations, and industry standards
- Keep abreast of changes in legislation and provide guidance to ensure ongoing compliance
- Manage and develop all accreditations for all three respective companies

6. Safety Audits and Inspections

- Conduct regular audits and inspections to assess compliance with safety policies and procedures
- Identify areas for improvement and work with stakeholders to implement corrective measures

7. Emergency Preparedness

- Develop and implement emergency response plans and procedures, including evacuation protocols, first aid, and crisis management
- Coordinate drills and exercises to test the effectiveness of emergency plans

8. Contractor Management

- Evaluate the health and safety performance of contractors and subcontractors
- Ensure they comply with established safety standards and conduct appropriate due diligence when selecting contractors

9. Promote Safety Culture

- Foster a safety culture by promoting awareness, accountability, and continuous improvement
- Provide guidance and support to employees and contractors to encourage safe work practices and positive safety attitudes

10. Collaboration and Communication

- Collaborate with project managers, supervisors, and cross-functional teams to address health and safety concerns
- Communicate effectively with all levels of the organisation to ensure a consistent understanding of safety expectations

What we are looking for

- Strong leadership and time management
- Be an effective communicator with good listening, spoken and written skills
- Ability to communicate effectively. Communication includes listening, speaking, and writing
- To work on your initiative and pay attention to detail
- Ability to work well with others and be a good team player
- Good knowledge of industrial and commercial roofing
- Patience and ability to remain calm in stressful situations and remain flexible
- Excellent customer service skills
- Show professionalism at all times
- Scaffold awareness is preferred but optional
- Proficient in Apple software and the Microsoft 365 package

Benefits

- Highly competitive salary package
- Pension scheme
- Bike to work scheme
- Company computer and phone
- 20 days holiday plus Bank Holidays
- Job security
- Career development and progression
- Company wellness scheme
- Staff wellness program
- Casual dress
- Company events

Job Type

Full-time, permanent

Schedule

Monday to Friday: 0900-1700

Education

- A full driving licence is essential due to the extensive travel needed for the role
- NEBOSH Construction qualification ideally, but will consider NEBOSH general or similar if the applicant has experience in the construction industry
- International Diploma in Occupational Health and Safety from NEBOSH, the National Compliance and Risk Qualifications (NCRQ) Level 6 Diploma in Applied Health and Safety
- A relevant degree such as environmental health or occupational safety and health
- A postgraduate diploma or Masters degree
- Industrial and commercial roofing experience is desirable but optional
- Experience using Apple software is desirable

Experience

- Thorough understanding of all H&S requirements in relation to the construction industry

- A minimum of five years experience in health and safety management, preferably in the industrial and commercial roofing, scaffolding, or solar energy sectors
- Proven track record of developing and implementing effective health and safety programs and achieving positive results
- In-depth knowledge of relevant UK health and safety legislation, regulations, and industry best practices, including the Health and Safety at Work Act, the Construction (Design and Management) Regulations, and other applicable standards
- Strong understanding of the health and safety requirements and risks associated with the industrial and commercial roofing, scaffolding, and solar energy sectors

Skills

- Ability to work independently and use own initiative
- Ability to work under pressure
- Ability to manage and prioritise multiple tasks simultaneously
- Excellent communication, presentation, and interpersonal skills, with the ability to effectively engage with employees, contractors, and stakeholders at all levels
- Proficient in Microsoft Office applications, Apple software, health and safety management software, and other relevant tools and technologies

Personal Style and Behaviour

- Strong leadership skills, inspiring and motivating diverse teams to prioritise and adhere to health and safety standards.
- Results-oriented and proactive, focusing on continuous improvement and innovation in health and safety management
- High level of integrity, professionalism, and commitment to ethical business practices
- Ability to manage multiple priorities, work under pressure, and deliver results within tight deadlines

Licence/Certification

- Full UK driving licence (essential)

Work Location

- In-person
- Our office is located in Plymouth but is expected to travel nationally