

## HSE Manager

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Company: Confidential

Location: Houston

Category: other-general

### Position - HSE Manager

#### Job Purpose:

HSE Professional to act as a 'trusted advisor' working cross-functionally in the country (business unit) as a critical partner with a decision-making ability to provide recommendations with appropriate judgement on HSE issues.

HSE leader to spearhead the implementation of HSE system and safe work practices with the aim to foster a safe and healthy working environment, inspire employees, promote a culture of safety, trust, caring; and improve environmental stewardship.

To set the bar high on safety by being an influencer and catalyst for change and by building trustworthy relationships with internal and external stakeholders

#### Key Accountabilities:

##### Regulatory and Compliance Management

Lead the interpretation and compliance with local HSE laws and regulations applicable to the country and to the operations through maintenance of legal register.

Apply legal and ethical standards to HSE practice ensuring the intent of the law and

the HSE principles are applied.

## HSE Risk Management

Lead the development, implementation, and maintenance of HSE risk assessments and job safety analysis (JSA) for normal operations and emergencies.

## Incident Management

Lead the implementation of incident management system inclusive of accurate and timely reporting, thorough investigation of incidents, and follow-through completion of actions through the use of IndustrySafe® incident & hazard reporting software and system.

## Culture of Safety and Caring | Welfare and Well-being

Foster a positive culture of safety and caring based on trust and of visible leadership.

Work closely with country/plant management in ensuring welfare facilities are in place.

Lead initiatives to promote and protect employee well-being including effective management of mental health.

## Leadership & Management

Demonstrate visible safety leadership by leading care conversations at the plant, supporting the Supervisors in their HSE challenges and gathering feedback from the workers to help them do their job safely.

Inspire and motivate the HSE team and other stakeholders to meet HSE objectives.

Display optimism, perseverance, empathy, and personal resilience in every work situation.

Promote teamwork to boost team morale and encourage shared responsibility on safety.

Drive high-impact HSE initiatives locally.

Establish a Safety Engagement Team comprise of workers to support initiatives

### HSE Management System

Lead the implementation of a systems approach to health, safety, and environment in accordance with the International Standards, local HSE regulations and best practices

### Facility and Travel Security Management System

Support Field Services Team and international business travellers through the implementation of the Travel Security Management System.

Lead the implementation of the local Facility Security Management System in coordination with other functions (i.e., HR, Administration, IT, etc.) to ensure prevention of security-related risks.

### Audits & Inspections

Conduct internal HSE audits and regular site inspections.

Communicate findings and action plans to local management and Corporate HSE

Coordinate external, third-party HSE audits and inspections

### Measurement and evaluation of HSE performance:

Conduct monitoring and measurement of HSE performance and data analysis to continually improve.

Prepare monthly HSE statistical reports and data analysis.

### Span of Communication:

**Internal:** Influence/Leadership: Communicate, engage with and influence line and middle management, supervisors, and workers to mitigate risk and optimize worker

health and safety.

**External** : Local authorities such as Ministry of Labor or Environmental Agency;  
Regulatory authority such as OSHA, OSHAD; Fire Brigade, Municipality, Third Party  
Safety Specialists, Training Providers, Accreditation and Certification Bodies, etc.

### **Qualification, Experience and Skills:**

Required Qualifications: Bachelor's degree in occupational health & safety, Environmental  
Science, Chemical or Mechanical Engineering, or related field

### **Required HSE Certifications:**

**NEBOSH International General Certificate in OHS (mandatory)**

**ISO 45001:2018 and ISO 14001:2015 Auditor (Lead Auditor preferred)**

### **Preferred Experience and Professional Membership**

Minimum of 7 years' experience in HSE, with at least 2 years of experience in a  
manufacturing industry

Memberships is a plus (NEBOSH, IOSH, BCSP, etc.)

### **Job-Specific Skills:**

Strong knowledge of HSE regulations and policies, International Standards, and best  
practices as they relate to manufacturing industry.

Performs a range of HSE activities working with diverse cultures and changing business  
environments.

Understands the wider organizational and business environment and the impact of  
HSE and its interdependency with operations.

Personal planning and organizational skills to meet work/project deadlines.

Good oral and written communication skills.

Computer skills: Supports business processes without supervision by understanding and effectively using standard office equipment and software packages.

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