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# Example of Safety Advisor Job Description

Our company is growing rapidly and is looking to fill the role of safety advisor. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for safety advisor

* Develop, implement and monitor the safety management system, safety procedures, documentation and audit system
* Undertake Health and Safety compliance evaluations, inspections and audits at prescribed intervals – record outputs and liaise with site management to ensure actions are completed
* Participate in the regular reviews and updates of the Project Health & Safety Management System
* Be a chartered Member of the Institution of Occupational Safety and Health (or working towards)
* Be knowledgeable in Health and safety legislation, regulations and guidance
* Have good knowledge of Word, Excel, Power Point and web browsers
* Provide Accommodation Managers and Operational Staff with support to enable them to discharge their accountabilities and responsibilities develop the Health and Safety Management System, carry out risk assessments, improvement plans, A&I investigations
* Assist the Project Manager in preparing and developing the Construction Phase Plan & coordinator reviews
* Hold NEBOSH Construction Certificate or IEMA Associate Qualification or equivalent NVQ
* Provides Real-Time Range Safety Support for Tactical Readiness Exercise (TRE) tests, Combat Systems Ships Qualification Trials (CSSQT), Submarine Command Courses (SCC)

## Qualifications for safety advisor

* Relevant experience in a similar role or other role involving hazardous environments Lifting Operations, Confined Space Working, Working at Height, Electricity, Excavating, Use of Heavy Plant and Machinery
* A NEBOSH Certificate or NEBOSH Construction Certificate (essential)
* Identification of training needs, implementing and conducting training where necessary
* Assist the Area HSES Lead and/or Manager with managing, reviewing and issuing event reports to JKC and Company
* Maintain records, minutes, registers and data as required
* Hold a relevant CSCS Card