

JOB TITLE SHE Advisor

LOCATION Aberdeen, United Kingdom

DESCRIPTION OF FUNCTION

To support the SHE function in the overall delivery of the Company's business objectives, by providing direction, guidance, advice and support.

JOB RESPONSIBILITIES

- Provide advice to all personnel in respect of managing the SHEQ aspects of their day-to-day undertakings, including hazard identification and safety observation.
- Attend internal meetings in relation to all aspects of SHEQ and ensure any actions are completed and recorded in relevant company systems.
- Give advice and guidance to operational teams on the development of project risk assessments and participate in HIRA's and HAZID's.
- Managing SHE-Q Awareness by actively advising management on SHE-Q matters and assisting in SHE-Q programs within the company
- Ensure all SHEQ documentation, reporting and administrative tasks are promptly met and all relevant documentation pertaining to this function is maintained and easily accessible.
- Assist in the development of maintenance improvement and implementation of the SHEQ Management System.
- Deliver advice and guidance to managers/supervisors on the development of Site and Project specific SHEQ Plans for all onshore/ offshore and 3rd party activities.
- Attend internal meetings in relation to all aspects of SHEQ and ensure any actions are completed and recorded in relevant company systems.
- Attend client arranged meetings and seminars in relation to all aspects of SHEQ and in co-operation with all personnel.
- Managing incident investigation and follow up on incident reporting;
- Preparing and manage internal and facilitate external audits in accordance with Annual Audit Program;

CAPABILITY PROFILE; KNOWLEDGE, SKILLS AND EXPERIENCE

- HSE Qualification awarded by NEBOSH
- Broad understanding of the Offshore Oil and Gas Industry and Subsea tools and practices;
- High level of SHEQ Experience, Knowledge and Awareness;
- Excellent communication skills
- Trained to conduct risk assessments
- Trained in accident/incident investigation analysis and identify key lessons