



Job Description

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Job Title

Environment, Health & Safety (EHS)
Manager

Job Location

Dar es Salaam

Category

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Job Type

Full Time

Job level

Manager

Industry

Telecommunication

Open to Expatriates

Only Open to Tanzanian Nationals

Minimum Requirements

Min Budget

-

Max Budget

-

Primary Industry

Telecommunication: 3 Years

Secondary Industry

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Primary Category

-

Secondary Category

Health, Safety & Environment (HSE): 5
Years

Certificate

-

Qualification

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Summary

The EHS Manager is responsible to offer expert knowledge and skills in order to generate and promote a positive Health, Safety and Environment culture at Minara by assisting to control occupational risk. The incumbent is also responsible to:

- To ensure that all safety legislation is adhered to and policies and practices are adopted.
- To plan, implement, monitor, and review the protective and preventative measures that the Company chooses, and work to minimise operational losses, occupational health problems, accidents, and injuries.
- To establish an Occupational Health and Safety management system certified as OHSAS 18001 compliant.
- To ensure the safety of people or property (assets) from any sort of damages, like fire, robbery, theft, or violence in the Company premises.

Responsibilities

Essential Duties

- Understanding all EHS regulations / legislation and ensure full compliance and making changes to working practices that are safe and comply with legislation.
- Preparing EHS manual (regulations) and regularly updating it.
- Preparing EHS strategies and developing internal policy.
- Outlining safe operational procedures which identify and take account of all relevant hazards.
- Manage and implement the Environment, Health & Safety (EHS) Plan.
- Assessing the adequacy of the risk management mitigating strategy by carrying out risk assessments and considering how risks could be reduced.
- Leading in-house training with managers and employees about Health, Safety, and Security issues and risks.
- Providing training and supervision of staff to see that the approved EHS management objectives are met and that adequate practical coverage is achieved.
- Reviewing and editing draft EHS management reports, discuss the reports with appropriate management and evaluate responses and schedule follow-up projects to be performed.
- Keeping records of inspections findings and producing reports that suggest improvements.
- Keeping records of incidents and accidents and producing statistics for managers.
- Keeping up to date with new legislation and maintaining a working knowledge of all EHS Executive legislation and any developments that affect the industry.
- Producing management reports, and communication to management and staff e.g. newsletters, bulletins Safety moment, etc.

- Carrying out regular site inspections to check policies and procedures are being properly implemented.
- Advising on a range of specialist areas, e.g., fire regulations, hazardous substances, noise, safeguarding machinery and occupational diseases.

General Responsibilities

- Comply with the provisions of health, safety and environment legislation in Tanzania, and shall also comply with Company's policies and procedures including occupational health and safety and wellness policies, and any modifications to any policy that may be introduced from time to time
- Live Company's Core Principles and work proactively in a customer-related way in accordance with adopted procedures and best
- Work co-operatively with colleagues and external stakeholders to promote the Company's overall business
- Ensure that confidentiality is respected and maintained at all
- Perform any other duty as directed by line

Supervisory Responsibilities

- Work with Talent Acquisition to recruit, interview, select, hire, and employ a talented and diverse group of high performing team members.
- Provide oversight and direction to team members in accordance with the organization's policies and procedures.
- Coach, mentor and develop team members, including overseeing new team member onboarding and providing career development planning and growth opportunities.
- Empower team members to take ownership of their job and goals. Delegate responsibilities as needed and provide routine constructive feedback on performance.
- Create a culture that is consistent with the organization's focus on team member engagement and that aligns with the organization's mission, vision and values.
- Lead team members using a performance management and development focused approach to assist in goal setting, two-way feedback, and performance development planning.
- Lead team members to meet the organization's expectations for productivity, quality, and goal accomplishment.

HR Related Issues

- Ensure positive team actions under any circumstances.
- Ensure ongoing feedback is provided and corrective action is taken where required.
- Focus on solutions not problems.
- Ensure that appearance and behavior is always in line with the Company's policies and other guidelines.
- In a timely manner, escalate matters as appropriate to the line manager and/or the escalation matrix stipulated in the relevant Company / Group policy.

HSSE Awareness and Action

- Ensure that own vehicle and other company equipment is operated in line with health and safety guidelines.
- Raise any HSSE deviations and/or perceived problems / concerns to the urgent attention of senior management.
- Ensure that all officers within the department comply with the Organisation's health and safety

Education & Qualifications

- Degree in Occupational Safety/ Life Science/ Engineering/ Health studies or a background in Science, Technology, and Environmental management.
- 5+ years experience in a Health and Safety environment position.
- Additionally, 3+ years of Supervisory / Management experience.
- Experience in working in scientific and Technical fields at an operational level
- Understanding industrial processes are valuable.
- Knowledge of computer applications.
- Knowledge and understanding of all legislative requirements relating to occupational health, safety, security, and environment.
- EHSS issues and Codes of practice relevant to the industry including OSHA & ISO regulations.
- Knowledge and understanding of the impact of the failure of key systems and processes including loss of containment and threat to the environment.

Requirements

- Strategic management skills

- Performance management skills
- Management & leadership skills
- Strong communication and reporting skills (written and oral), including the ability to present ideas and suggestions clearly and effectively
- Strong organizational skills; ability to accomplish multiple tasks within the agreed-upon timeframes through effective prioritization of duties and functions in a fast-paced environment
- Strong track record of building and maintaining solid relationships with both internal and external customers and vendors.
- Occupational Safety, Health, Security and Environment awareness
 - Working knowledge of risk management and loss control practices.
 - Working knowledge of EHSS and prevention procedures.
- Ability to analyze and understand EHSS policies and procedures.
- Maintain efficient risk management systems and procedures.
- Ability to analyze risks and exposures.
- Ability to establish relationships with the vendors, claimants, and the relevant government departments.
- Ability to work with functional groups and different levels of employees throughout the organization to effectively and professionally achieve business results
- Strong follow-up skills; ability to organize applicable department timelines and follow up with internal and external customer needs as needed
- Self-motivated, able to work both independently to complete tasks and respond to department requests as well as collaborating with others to utilize resources and knowledge in identifying

Reporting To

Chief Operations Officer

Driving Licence

Not Required

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