

'friendly, local service...**nationwide**'

People are our most **important** asset. That's why we are always looking for smart individuals with diverse backgrounds - people who like to **ask questions, solve problems** and **insist on providing a better service** to our customers.

Jackson

Lifts • Escalators • Cradles

Position: Health & Safety Coordinator
Location: London and the South
Closing Date for Applications: Open until a suitable candidate is appointed

We have an opportunity for a H&S Coordinator based at our busy London office.

This position will be based in London, but the successful candidate will be expected to support our London, Wimborne, and Bristol branches.

The successful applicant will report directly to the Group H&S Coordinator, Marie Felton.

The main areas of responsibility will include, but not be limited to the following:

- Ensure a safe workplace environment without risk to health
- Ensure that all Health and Safety and Environmental policies, procedures and regulations are adhered to and are regularly reviewed, updated and communicated.
- Ensure the Company meets its statutory obligations in all areas pertaining to health, safety, welfare and environmental at work, including statutory training and reporting.
- Support engineering departments in preparing RAMS.
- Ensure the completion and regular review of risk assessments for all work equipment and operations.
- Ensure that all accidents are documented, investigated and recommended improvements are implemented.
- Ensure that safety inspections are carried out, fire drills and fire alarms are correctly reported, safety inspections, risk assessments and lone working procedures are managed and employees are aware of their responsibilities.
- Liaise with Health, Safety and Environmental Committee in the provision of training programmes.
- Ensure that all accreditations for both Installations and Services are kept up to date and reviewed regularly.
- Keep up to date with all aspects of relevant environmental, health, safety and welfare at work legislation and communicate relevant changes to the business.
- Participate in monthly meetings when required by management.

The successful applicant will need to have:

- A relevant NEBOSH qualification.
- Demonstrable proven experience in a similar role.
- Either 5 GCSE qualifications (or equivalent) at level A to C.
- Good understanding of Microsoft Excel, Word and Outlook.
- The ability to communicate effectively with clients, colleagues and internal departments

Benefits of the position for the right applicant include:

- Competitive salary based on proven experience.
- Company vehicle.
- Participation in the company profit share scheme after a qualifying period.
- Contributory pension scheme.
- 25 days paid holiday in addition to public holidays.
- Medicash Health scheme and a contributory Private Health Care scheme.

Jackson Lift Group monitor and evaluate compliance with equal opportunity laws, guidelines and policies to ensure that employment practices and contracting arrangements give equal opportunity without regard to race, religion, colour, national origin, sex, age or disability.



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Still interested? Then please apply (in writing and in confidence) together with your CV to:

Paul Ringer (Director)

paul.ringer@jacksonlifts.com

Marie Felton (Group Health and Safety Coordinator)

marie.felton@jacksonlifts.com

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