

JOB DESCRIPTION

Prepared by : KG

Approved by: SK

Position/Designation : General Mgr/Dy. General Mgr	
Department/function : Construction Management	Sub function : EHS
Location : Dombivli	Reports To : Vice President-Safety
Peer To: :	Direct Reports : <input type="checkbox"/> Yes <input type="checkbox"/> No

Job Purpose (how the job contributes to the overall organizational objectives):

Job Duties and Responsibilities

Accountabilities and Activities

1. Providing hi quality, implementable, detailed safety guidelines and implementation procedures through 'Practical Safety Manual'.
2. Update and revise the Oractical Safet Manuial as per best practice and new challenges being faced by the organsiation.
3. Demonstrating best practice at site regularly
4. Demonstration/training should focus on the key safety areas which are likely to come up on the said site.
5. Conducting Safety Induction / Oath for Construction Management department associates and creating high level of safety awareness / culture in this team on ongoing basis.
6. Conducting safety audit and discussing improvement areas with Project Manager and assessing improvement made since previous audit.
7. Finalizing vendors, for key repetitive safety activities.

In relation to premises occupied by the Company:

1. Provide design inputs wrt Safety norms to Design Team at time of conceptualization to ensuring safe place to work
2. Conducting annual audit of all such premises and providing audit report and improvement area

Dimension / Scope (to be included if data available)

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- Creating awareness of need for safe construction and providing guidelines and training on how to have a high safety environment.
- This is a core team providing guidance and oversight – however, responsibility of establishing and maintaining a safe working environment is with every member of the Construction Management team and they shall be solely responsible for the safety performance of the site.

Interactions (The essential working relationships both within and outside the company, directly related to the job)

- **Internal Interactions**
Need to coordinate with the Construction Management team, Design Team & Procurement Team
- **External Interactions**
External Vendors

Competencies (key functional/technical/leadership/behavioral skills required for this job)

- Good communication skills
- Able to work independently and as a team member
- Exceptional skill in Training and communication (Convincing power with technical guidance)

Job Requirements

Educational Qualification :

- Graduate in Engineering(Civil/Mechanical/Electrical)
- NEBOSH & IOSH Certified (Mandatory)

Work Experience : 8-10 years