



Job Description



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Employee	
Job Title	Group Head of Health, Safety, Quality & Environment
Location	England and Wales
Department	HSQE
Line Manager	Managing Director
Number of Reports	~5 direct
Job Purpose	
Main result expected of the job holder	
<p>BCM is part of a small group of companies which include sister companies Construction Hire Solutions and Equate Design who together form the Enable Investment Holdings group.</p> <p>This Head of Health, Safety, Quality & Environment role is a key senior role in the Enable Investment Holdings business, accountable for the Occupational Health & Safety Management, Quality Management and the Environment Management procedures in the group of companies. The successful candidate will lead the HSQE team and will be accountable for promoting Health and Wellbeing, promoting a Safe Working Culture in BCM, promoting a 'right first time' approach, and for improving the company's Environmental Impacts.</p> <p>Ultimately the successful candidate, with the support of his/her team, will be responsible for ensuring that group operations are carried out in compliance with requirements of our standards, licenses, operating procedures and the law of the land.</p>	
Key Responsibilities	
List in priority order of the job's main accountabilities	
Leadership	<p>The successful candidate will join the Senior Leadership Team in our business.</p> <p>You will be required to provide leadership to the Safety, Quality & Environment Team upholding our core company value, "We care about people" – we provide our people with a challenging work environment which supports diversity, career development, and progression.</p> <p>You will be required to line manage your direct reports but also coach those direct reports and other members of the team in their duties as line managers.</p> <p>You will also be expected to provide visible leadership. As a safety leader this role requires a very high level of visibility on our construction sites. It requires a high level of engagement with our workforce who are most exposed to risks.</p> <p>You will be required to provide excellent safety leadership in support of our core value "We stay on the safe side". You will be expected to promote the safety culture within the company continually improving through raising the health, safety and wellbeing agenda's.</p> <p>Our third value is that "We take pride in our work" we seek a right-first-time approach. We seek to eliminate unnecessary re-work through active Quality Management.</p>

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Continuous Improvement	<p>Improving Health & Safety, Quality & Environmental performance and improving the culture within the business is a never-ending mission. You will be required to consider the best tools the company can utilise to continually raise our standards. We have a Behavioural Safety programme entitled “Watch my Back” you will evaluate this programme and be challenged with improving it.</p> <p>We currently use the Dimensions of Safety framework to self-assess and identify improvement opportunities. You will continue to use this tool unless a suitable alternative can be identified.</p> <p>We will rely on you to bring best practices from the industry to the company supported by business cases where investment is required.</p> <p>Health, Safety, Quality & Environment Targets and Objectives will continually evolve and continue to further stretch our performance. You will be ultimately responsible for achieving those targets and objectives through cultural development, teamwork and effective leadership.</p>
Team and Organisational Development	<p>You will inherit a team and organisation structure that may require development. You will need to assess the organisation structure, and the capabilities of your team putting development plans in place where necessary. It will be your responsibility to maintain an organisation structure suitable to meet the requirements of the business in terms of project delivery and overhead budgets.</p> <p>You will be required to set your teams performance goals and objectives which will align with the groups targets and objectives. You will be required to manage performance and support the team in enabling them to achieve their goals. This will inevitably include a requirement to strengthen and build the team.</p> <p>Our intention is to secure works in new markets. If necessary, you will be accountable for updating the Occupational Health & Safety procedures, Quality procedures, and the Environment Management procedures in our IMS’s to comply with the requirements of new market sectors.</p>
Business Development	<p>Some of the biggest opportunities to promote our business occur through safety engagement and a high level of engagement is safety forums. You will represent the group in industry forums, and it is expected that you will be highly visible and a key player in such environments.</p> <p>You will be consulted during our tendering processes. Through engaging with your team, you will also be expected to provide some support to bid teams in the preparation of tender documentation.</p> <p>When the company is successful in securing new works, you will be required to adjust your resources, and sometimes recruit new resources to meet the requirements of the business.</p>
Performance Measuring and Monitoring	<p>You will be required to provide the businesses with periodic reports on safety, quality and environment performance. These reports should include some trend analysis and plans to improve any sub-standard performance. There will be client driven requirement which emerge, and the periodic reports may need to be</p>

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	<p>improved from time to time, you will be required to meet the reporting needs of the business and industry.</p> <p>You will also be accountable for ensuring that all of our industry related reporting requirements are met as per client and industry timescales.</p>
Incident/Accident Investigations & Lesson's Learned	<p>Our business has led the development of an Incident Reporting and Investigation tool for the Rail Industry. This is a field we consider ourselves to be specialist in. You will lead the team and take a leading role in the event of an accident or incident. You will appoint accident investigators and liaise with the clients and other affected parties to ensure the accident/incident is appropriately investigated and that the lessons are extracted from the event. If there is an injured party involved in an accident or incident you will be expected to take appropriate steps to console or offer support to dependants.</p> <p>It is critically important the any lessons' learned from these investigations, whose re-occurrence can be prevented through a process improvement, are sustained through their inclusion into our Integrated Management System. You will be responsible for ensuring that such process improvements are represented during management system reviews.</p>
Auditing	<p>Auditing is an essential part of the 'Plan, Do, Check, Act' approach of the ISO standards against which our procured are audited. You and your team will be required to carry out frequent audits and inspections. You will also be heavily involved in external audits through liaison with the auditing bodies.</p> <p>You will ensure that we maintain our status of accreditation against ISO 9001:2015, 45001:2018 and OHSAS 14001:2015.</p>
Job Dimensions	
Quantitative indices	
Type of Project	The Health Safety Quality & Environment Team cover all aspects of the group operations, across all regions.
Job Requirements	
Qualifications:	Chartered HSQE Professional.
Experience:	Minimum 10 year's relevant industry experience, and a minimum of 5 years in a leading role. Experience working with the Rail Industry Safety Culture an advantage.
Technical Proficiency:	An excellent understanding of safety leadership and how to foster a safety culture within an organisation.
Leadership Imperatives:	<p>Must have an excellent understanding of leadership and have a proven track record in achieving excellent results through his/her team. Able to set agenda for the team balancing short/long-term strategy of the company and ensure its smooth delivery.</p> <p>Leadership Behaviours (for any role):</p> <ul style="list-style-type: none"> • Lead by Example - demonstrate Leadership Behaviours, drive excellence, be a role model, challenge yourself and others:

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	<ul style="list-style-type: none"> • Go Above and Beyond - Stretch yourself and others, use can-do and proactive approach, create innovative solutions and opportunities for business development • Better Together - Take others with you, listen, be supportive, leverage diverse knowledge and expertise, have aligned objectives, recognise achievements and celebrate success • Stick to the Agenda - Understand broader impact of your decisions, align actions with our Core Values and Strategy • Build Trust - Always deliver on your commitments in an honest and transparent manner • Improve Continuously - Invest time and effort into your development, ask and provide candid feedback, share your knowledge, best practices and lessons learned 	
Additional Skills:	Excellent communication and influencing skills, professional client facing person, approachable and generous (with time), able to continuously challenge oneself and other seeking for best solutions.	
Declaration		
By signing this Job Description, I confirm that I have been briefed and understand its content and will carry out my work in strict accordance with group policies & procedures in conjunction with any additional clients' requirements.		
Name:	Sig:	Date:

Deputising Duties

The undersigned have been briefed & understands the attached job description & responsibilities. I will undertake these duties in the event of the absence of the above Manager (subject to any constraints listed below).

Name	Position	Location	Date Briefed	Signature

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