

## Job Profile Information

**Job Title: Health and Safety Advisor**

**Salary Range: £45,042 - £51,870**

**Job Grade: Level 4, Zone 2**

### About Camden

'Camden is building somewhere everyone can thrive, by making our borough the best place to live, work, study and visit. Because, we're not just home to UK's fast-growing economy. We're home to the most important conversations happening today. And we're making radical social change a reality, so that nobody gets left behind. Here's where you can help decide a better future for us all.

### Role Purpose:

To provide the Division with competent health and safety advice, knowledge, support and expertise to ensure compliance with health and safety legislation, regulation and HSE requirements, including the implementation of the Council's corporate safety risk management model, the Safer Management Standards, to ensure a safe working environment, work practices and equipment. To make sure safe methods of working are deployed in the delivery of key programmes such as fire risk assessment works.

### Example outcomes or objectives that this role will deliver:

- Supporting managers to develop and review safe working systems, practices and environment to ensure services comply with legislative and HSE requirements.
- Make sure safe methods of working are employed on key programmes such as fire risk assessment works.
- Work with residents to develop and communicate building level safety files for the Council's housing stock
- Working with managers to discharge the Division's responsibilities under Camden's corporate safety risk management model, the Safer Management Standards.
- Support managers to comply with fire safety requirements through the use of outsourced expertise.
- Working with the corporate health and safety team to offer integrated health and safety support to the Property Management Division.
- Accountable for the ongoing review of health and safety targets to meet changing business, economic, legal and demographic needs.
- Develop and embed service standards and approaches to delivery that will achieve the Council's sustainability aims and targets.

- As part of the Council's corporate health and safety strategy, interpret and implement this within Property Management in order to minimise risks and achieve business priorities

**People Management Responsibilities:**

*None*

**Relationships;**

The role will report directly to the Head of H&S and Fire Safety.

The role holder will be required to work closely and proactively with service managers, residents and contractors

The role holder will be required to establish a strong working relationship with elected members including providing timely, clear, unbiased and informed advice at all times.

**Work Environment:**

The role is a mixture of on-site work and office based work.

The role is required to offer consistent service while coping with fluctuating demands and pressures.

There is a requirement to work flexibly in response to the different demands of the job, which may require working beyond normal office hours on occasions.

**Technical Knowledge and Experience:**

Qualifications:

- Professional Health and Safety qualification at graduate or diploma level.
- Minimum of GradMIOSH or working towards. (Graduate member of the Institution of Occupational Safety and Health.
- Suitable knowledge, specialism, skills and/or experience may be a suitable substitute for qualifications, especially where there is a willingness to pursue professional qualification

Knowledge:

- Up to date knowledge and understanding of health and safety responsibilities applicable to housing and service providers
- Sound knowledge of current legislation, policy and key developments in health and safety
- Up to date understanding of health and safety responsibilities in relation to construction and Construction (Design and Management) regulations
- Knowledge and understanding of risk assessment frameworks, in particular fire risk assessments

- Knowledge of best practice in construction management

### **Over to you**

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine our corporate services, and we'll redefine what a career can be.

### **Is this role Politically Restricted?**

This role is not politically restricted.

### **Diversity & Inclusion**

We want Camden Council to be a great place to work and to ensure that our communities are represented across our workforce. A vital part of this is ensuring we are a truly inclusive organisation that encourages diversity in all respects, including diversity of thinking. We particularly welcome applications from Black, Asian and those of Other Ethnicities, LGBT+, disabled and neurodiverse communities to make a real difference to our residents so that equalities and justice remains at the heart of everything we do. Click [Diversity and Inclusion](#) for more information on our commitment.

### **Agile working**

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK ([www.HireMeMyWay.org.uk](http://www.HireMeMyWay.org.uk)). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

### **Asking for Adjustments**

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at [resourcing@camden.gov.uk](mailto:resourcing@camden.gov.uk) or post to 5 Pancras Square, London, N1C 4AG.

**Position in Organisation:**

