

WHAT IS AN OCCUPATIONAL HEALTH AND SAFETY OFFICER?

Occupational Health and Safety Officers coordinate health and safety systems in an organisation, identify hazards and assess risks to health and safety, put appropriate safety controls in place, and provide advice on accident prevention and occupational health to management and employees.

ROLES OF AN OCCUPATIONAL HEALTH AND SAFETY OFFICER

- Promote occupational health and safety within the organisation and develop safer and healthier ways of working
- Inspect and test machinery and equipment, such as lifting devices, machine shields and scaffolding, to make sure they meet appropriate safety regulations
- Make sure that personal protective equipment, such as dust masks, safety glasses, footwear and safety helmets, are being used in workplaces according to regulations and that dangerous materials are correctly stored
- Identify and test work areas for potential accident and health hazards, such as toxic fumes and explosive gas-air mixtures, and implement appropriate control measures
- Make sure that the organisation is aware of, and complies with, all legislation in relation to the use of its plant, equipment and substances, as well as in all workplace activities
- Help supervise the investigation of accidents and unsafe working conditions, study possible causes and recommend remedial action
- Conduct training sessions for management, supervisors and workers on health and safety practices and legislation
- Assist with the rehabilitation of workers after accidents or injuries and make sure they experience a satisfactory return to work
- Coordinate emergency procedures, mine rescues, firefighting and first aid crews
- Communicate frequently with management to report on the status of the occupational health and safety program
- Develop occupational health and safety systems, including policies, procedures and manuals.

CAREER OPPORTUNITIES

Traditionally, occupational health and safety officers have been employed in the manufacturing, construction, health and minerals industries. Positions are also available in management consultancies and large commercial institutions, such as banks, insurance companies, government organisations and service-based organisations.

QUALIFICATIONS REQUIRED

To become an occupational health and safety officer it is necessary to complete a diploma or advanced diploma in occupational health and safety or human resource management. However, entry to this occupation may be improved with a degree in occupational health and safety, health science or human resource management.

SUPERVISION PROVIDED

A comprehensive orientation program is provided for all new staff members with ongoing support.

OCCUPATIONAL HEALTH & SAFETY OFFICER



PERSONAL SKILLS REQUIRED OF AN OCCUPATIONAL HEALTH AND SAFETY OFFICER

- Able to work as part of a team
- Able to work independently
- Good communication skills
- Good interpersonal skills
- Integrity and honesty.

CONTACT Us: Recruitment Services Unit

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