**Health & Safety Officer**

**NI based – travel between our sites as required.**

**Hours – Monday to Friday**

**Salary – Competitive**

**Company Overview**

Established in 1973, Mulgrew Haulage Ltd offers haulage and warehousing services, operating a comprehensive fleet of modern trucks and curtain side trailers to deliver unit loads across Ireland and the UK. We cater to the food, drink, and packaging sectors, taking pride in the service provided to our esteemed blue-chip clients.

Due to consistent growth, we are looking for a Health & Safety Officer to join our expanding team. We have a trailer fleet exceeding 1200 and a new warehousing facility opening soon to meet the demands of our customers. This role presents an amazing opportunity for the successful candidate to take ownership of the Health & Safety function and grow within the role whilst being provided with support.

**Job Overview**

The ideal person will have a hands-on approach to Health & Safety with experience in a transport, warehousing, and logistic business. They should be able to work using their own initiative and will require a good understanding of written and spoken English to enable production of detailed reports and to deliver internal training. They should be able to work to deadlines, prioritising workload with strong attention to detail.

**Job Duties**

**The Health & Safety Officer will:**

* Develop and implement safety programs, policies, Safe operating procedures, risk and COSHH assessments.
* Liaise with all departments internally to improve existing safe working systems and processes within the company.
* Oversee hazardous substance management within workshop/warehousing and regulatory compliance.
* Promote a positive health & safety culture within the company, identifying hazards and develop strategies to minimise risk to all.
* Perform safety inspections/audits and risk assessments of facilities, processes, and equipment. Prepare detailed reports following and recommendations.
* Travel to other sites/customers sites to assist Driver Trainers/ Managers to improve safe working systems and processes.
* Regularly review company risk assessments.
* Deliver training as and when required to ensure all employees conduct their job safely.
* Ensure that data with regards to Health & Safety performance is captured and reviewed and stored in line with GDPR requirements.
* Provide support and guidance on Health & Safety matters to Directors/Managers and staff to ensure compliance.
* Investigate accidents, identify root causes, and conduct improvement plans.
* Ensure First Aiders and Fire Marshalls are trained and carry out evacuation and fire drills.
* Design and deliver H&S new start inductions to ensure day one compliance with our sites, our customers sites health & safety processes.
* Ensure that contractors, and site visitors receive site induction.
* Oversee all aspects of buildings, warehouse and fleet functions and guarantee the safety and functionality of facilities e.g.: safety inspections, maintaining records, etc)
* Support the Quality & Environmental standards across the company where required.
* Answer any company enquires/complaints from external sources.
* Maintain and update all relevant H&S Department administration.

**Please note that this job description is not intended to provide a comprehensive list of activities, duties, and responsibilities.**

**Essential Criteria**

* 2 years’ experience in a similar role
* Experience of BRC food standards
* Experience of conducting risk assessments
* IOSH trained.

**Desirable Criteria**

* Train the trainer
* NEBOSH Diploma
* Auditor qualification
* Experience in a transport, warehousing, and logistics business.

**Mulgrew Haulage is an Equal Opportunities Employer.**

**Please note that all applicants must have the Right to Work in the UK.**

**We are not engaging with agencies at this time.**

**EAP**

**Employee Referral Scheme**

**Pension**