

JOB SPECIFICATION

- POST** : Safety & Health Officer/Senior Safety and Health Officer
- RESPONSIBLE TO** : Manager (Human Resources)
- QUALIFICATIONS** : The Diploma in Occupational Health and Safety of the University of Mauritius or any other qualification specified in the First Schedule Section 12(5) of the Occupational Safety, Health and Welfare Act, 1988.
- AND** At least 2 years experience in the field of safety, health and welfare of workers in a large industrial/business organisation.
- SALARY** : Rs 14,200 x 400 – 15,000 x 500 – 16,000 x 600 – 23,200 x 800 – 28,000 x 1,000 – 29,000
- DUTIES** :
- (i) To be responsible for exercising general supervision regarding compliance with the provisions of the Occupational Safety, Health and Welfare Act.
 - (ii) To plan, elaborate, implement and maintain adequate health and safety measures in the Authority
 - (iii) To advise on all matters relating to the health and safety of workers, including the following:-
 - (a) The provision and maintenance of plant and systems of work that are safe and without risks to health;
 - (b) The arrangements for ensuring safety and absence of risks to health in connection with the use, handling, storage and transport of articles and substances;
 - (c) The maintenance of all places of work within the Authority in a condition that is safe and without risk to health and the provision of adequate facilities and arrangements for the welfare of workers;
 - (iv) To advise on, and implement appropriate measures for, the provision of such information, instructions, training and supervision as is necessary to ensure the health and safety at work of employees.

- (v) To be responsible for the formulation and implementation of social and recreational activities for the benefit of the Authority's employees;
- (vi) To perform other duties directly related to the main duties listed above or related to the delivery of the output and results expected from incumbents in the roles ascribed to them according to their postings.

Note:

- (i) *The Safety, Health & Welfare Officer is expected to possess a valid driving licence and to drive CWA light vehicles in the performance of his duties.*
- (ii) *The Safety, Health & Welfare Officer should be prepared to work after normal office hours and on Saturdays/Sundays /Public Holidays.*

Approved by Central Water Board on 10th September 2008 - CWB(08)218

Feb10/as