



Head of H&S | **Langley UK Ltd**

We're looking for a Head of H&S to join our SHEQ department.

Salary: Attractive + EV Company Car + Company Benefits

Location: Midlands

Contract Basis: Full-Time, Permanent

Our Mission

Our industry-leading people, systems, and services promote trust and peace of mind. We use our expertise to design, install, and construct sustainable solutions with environmental, social, and economic benefits.

Our Vision

Innovation for better living.

Job Purpose:

To act as the competent person and the general point of contact across the Group responsible for all elements of health and safety, quality, and environment. To provide support and guidance to the Board of Directors, and respective Companies to ensure that the Group's health and safety, quality, and environmental operations and systems continue to meet both regulatory and industry standards and reflect best practices.

To work closely with all Directors to ensure that all the Group's activities and general conduct demonstrate a strong commitment to its employees, partners, and customers and that the organisation's primary concern is to deliver its products and services in accordance with all of the Group's health and safety, quality (ISO Management System) and environmental policies and procedures.

To work with line managers and employees to create and promote an active and highly visible SHEQ culture across all businesses.

To regularly review and keep up to date with changes to government regulations and good practice and exercise good judgment in the timely application of such changes when reviewing and auditing Group systems and procedures and advising the Board of the implications, if any, of adhering to new statutory measures and directives. Where necessary, to take responsibility for the planning and implementation of new systems and processes and their integration into Group operations as well as supporting the understanding and awareness of changes through the training and development of key stakeholders and thereafter monitoring changes to ensure overall compliance.

To regularly undertake internal Group Audits to assess compliance with statutory regulations and industry best practices and be able to identify risks to the business and advise on how best to eliminate or mitigate risk to the organisation.

To create internal mechanisms utilising appropriate Key Performance Indicators to constantly monitor and report to the Board adherence to established guidelines and overall Group performance when it comes to health and safety, quality, and environmental policies and standards.

To develop and execute initiatives that both raise awareness and an understanding of the importance of health and safety, quality, and environmental standards and their application within our business and seek to promote a culture of continuous improvement thereof across the Group. Provide innovative solutions that provide empirical collateral that demonstrate that culture.

Key Accountabilities:

- To ensure compliance across the Group in accordance with Quality Management Systems.
- To regularly review, update, and advise the Board on existing SHEQ policies and procedures and ensure they always adhere to statutory requirements and industry best practice.
- Where changes to existing systems and procedures are necessary in order to fully comply take responsibility for making the necessary changes and properly manage their implementation. Ensure policies and procedures are updated, changes communicated, and key stakeholders trained in new processes and that they comprehend why change was necessary.
- In conjunction with Human Resources and Learning and Development create and deliver compliance training and CPD's for employees, supply chain, and customers to ensure understanding of Group policies and processes.
- To manage and monitor control of contractors and sub-contractors; work permits, inductions, and general oversight of compliant working to ensure that they adhere to Group standards and identify key risk factors to the business and report them to the Group Directors.
- To regularly conduct Group Audits to assess operational compliance as well as ensure site-based Health and Safety Audits are carried out to assess Sub-Contractor, Approved Contractor and external employees conduct.
- To ensure the SHEQ Team monitor on-site performance by conducting regular site visits and audits and compiling relevant reports. Escalate matters of continuous non-conformity where necessary to Directors.
- When necessary, coordinate and participate in the investigation of incidents, accidents and near misses and provide a comprehensive report to the Board with recommended actions.
- To provide proactive support and guidance to the Company to maintain up to date compliance with statutory requirements and company standards and to highlight non-conformities and key risk factors to the Board.
- To regularly review and update Health and Safety strategies and assist in the development of internal policies to maintain compliance and continually seek to improve health and safety, quality, and environmental factors.
- To develop and implement emergency response procedures and evacuation plans on site, where necessary, and at offices and ensure that such plans are reviewed and updated regularly and communicated to staff.
- To proactively work with operational teams and departmental heads to ensure that SHEQ is considered at all stages and that relevant control measures are identified.
- The SHEQ Team to ensure that site operatives and sub-contractors receive the necessary SHE induction on site before commencing construction operations. Ensure all toolbox talks are duly recorded and maintained.
- The SHEQ Team to develop the required documentation, operational checks, and reports for the SHE Management System to be compliant with the relevant standards, including corrective and preventative measures.
- To be responsible for ensuring effective close out of corrective actions raised, open incident reports, and significant site issues.
- To produce a monthly Compliance activity report for the Board identifying Key Performance measures for the Group.
- When necessary to liaise with authorities and external agencies whilst they undertake investigations and, or audits/regular inspections of the Group's internal operations and systems.
- To work closely with Directors, heads of departments and operational staff to help them meet SHEQ requirements of works in committed contracts and to help promote a strong SHEQ offering to clients in project tenders and quotations, including CDM consideration and compliance.
- Through ongoing professional development keep up to date with new legislation and best practices in the industry and advise the Board of impactful changes.

- Supporting the Board to continually promote a strong culture of good SHEQ practice throughout the Group
- To raise awareness on SHEQ and sustainability issues through internal workshops, toolbox talks and briefings and continual improvement through the delivery training where necessary.
- To be exemplary in demonstrating compliance with all Health, Safety, HR and Environmental policies and procedures.

The above list is not exhaustive, and the post holder will be required to undertake such tasks as may reasonably be expected within the scope and grading of the post. Job descriptions are regularly reviewed to ensure they are an accurate representation of the post.

As a Langley employee, you will be expected to:

- Embrace, champion, and lead the industry by torch-bearing our company values: **SPIRE**.
 - Safety
 - Purpose
 - Innovation
 - Responsibility
 - Expertise
- Ensure that you fully understand the company and department business plan and how these impact your day-to-day responsibilities.
- Always maintain a smart and professional appearance.
- Liaise with your line manager to understand your objectives and goals.
- Liaise and communicate with internal colleagues positively and proactively.

Technical Competencies

Qualifications:

- Lead Auditor (desirable)
- A NEBOSH National General Certificate in Occupational Health and Safety or a NEBOSH National Certificate in Construction Health and Safety.
- IOSH status, actively developing towards CMIOSH status.

Experience:

- Minimum of 2 years' experience within a managerial Health & Safety role at CMIOSH status OR
- Minimum of 5 years' experience in a managerial Health & Safety role at IOSH status
- Experience in all practical aspects of Health & Safety including maintaining policies, assessing risks, training, audits & inspections, dealing with incidents and reporting
- An excellent understanding of safety and industry requirements
- A positive safety leader with a continual improvement mindset with a track record of business and safety development
- Demonstrable experience in quality and environmental management practices for business improvement.

Knowledge:

- Expert knowledge of ISO 45001; OHSAS 18001 and ISO14001 and ISO 9001
- Knowledge of current CDM regulations
- Knowledge of the relevant regulatory framework within the construction/flat-roofing industry.

Skills and Abilities:

- Ability to review RAMS, SSOW and manage permits for work for contractors and subcontractors.
- Excellent report writing and numerical skills with proficiency in MS Office.
- Excellent organisation & analytical skills.
- Excellent problem-solving skills.
- Able to communicate effectively.
- Able to deliver training & presentations effectively.
- Ability to produce written reports.
- Ability to self-assess your own performance and continually improve against the objectives set.
- Ability to think and act creatively and innovatively to meet the needs of the business.
- Ability to build relationships; communicate effectively, work under pressure, multitask and maintain a high level of attention to detail.

People:

- Lead and inspire the team, fostering a collaborative and high-performance culture.
- Provide guidance and support to team members, ensuring their professional development and growth within the organisation.
- Cultivate a positive work environment that promotes open communication, innovation, and continuous learning.
- Implement effective coaching and mentoring programs to enhance the skills and capabilities of team members. In collaboration with L&D.
- Assess and address the needs of the team, offering resources and solutions to facilitate their success.
- Collaborate with HR to identify training opportunities and create tailored development plans for individual team members.
- Monitor team performance, set clear expectations, and provide constructive feedback to enhance productivity and achieve goals.
- Foster a sense of accountability and ownership within the team, encouraging autonomy balanced with a collaborative approach.
- Promote a culture of diversity, equity, and inclusion, ensuring that all team members feel valued and supported.
- Develop and implement strategies to address challenges and capitalise on opportunities for team improvement.
- Collaborate with other leaders and departments to align team objectives with overall organisational goals.
- Stay abreast of industry trends and best practices, incorporating relevant insights into team development strategies.
- Lead by example, demonstrating strong leadership qualities, ethical behaviour, and a commitment to Langley's mission and values.

Additional Requirements:

- Able to use a PC including Microsoft Office applications and other relevant software as used by the organisation.
- Some attendance for evening and weekend work may be required.
- This role requires the post holder to be an Essential Car User, hold a full UK driving licence and have access to a vehicle.

Salary and benefits

An exciting opportunity to work for a well-established company that offers excellent career progression opportunities.

An excellent benefits package, including:

- 25 days of holiday per annum in addition to the standard statutory days
- Pension
- Life Assurance
- Incapacity benefit
- Private Medical Insurance
- Employee Assistance Programme
- EV Salary Sacrifice Car Scheme
- Cycle-to-work Scheme
- Free Eye Tests
- Free Parking

HOW TO APPLY

Please email recruitment@langley.co.uk with a copy of your updated CV and a cover letter.

If you have not received communication from us within four weeks of the closing date, please assume that you have not been shortlisted for this vacancy.

We encourage applications from people from diverse backgrounds and groups, as well as people with disabilities.

Closing Date: Friday 2nd February 2024