Job Title: Safety Officer

Location: Pondicherry, India

Job Summary:

The Safety Officer will be responsible for overseeing safety procedures and ensuring compliance with safety regulations in the construction and industrial processing activity. The incumbent will also be responsible for conducting safety workshops and campaigns, audits and inspections, and managing a team to ensure overall safety in the workplace.

Key Responsibilities:

* Develop and implement safety policies and procedures in compliance with OHSAS 18001-2007 standards.
* Conduct safety audits and inspections to identify potential hazards and recommend corrective actions.
* Manage a team and provide safety training to new joiners, as well as conducting safety awareness programs for workers.
* Ensure all workers and staff wear appropriate Personal Protective Equipment (PPE), and conduct regular inspections of safety equipment, tools and tackles.
* Conduct emergency response plans (ERP) and team (ERT) training, and evacuate training yearly.
* Monitor safety reports on a daily basis and prepare checklists, accident reports, and incident investigations.
* Supervise first aid precautions and conduct daily inspections of cranes and scaffolding.
* Prepare and install safety signboards and banners at the job site.
* Inspect necessary work permits before beginning any job, and ensure necessary safety precautions are taken before starting.
* Make monthly inspections of major equipment and fire extinguishers.
* Conduct daily meetings with laborers to ensure all safety issues relating to the field are addressed.

Education and Experience:

* B.C.A - Bachelor of Computer Application (pursuing).
* Diploma in Electronic Communication Engineering.
* Higher Secondary Certificate.
* Secondary School Leaving Certificate.
* Diploma in Industrial Safety (pursuing).
* Diploma in Fire and Safety from TUV Rhineland NIFE.
* Completed First Aid training from St. John Ambulance.
* 1+ years of experience as a Safety Officer.
* Previous experience in managing safety in construction and industrial processing activities.
* Experience in OHS documentation, safety workshops, and campaigns.

Skills and Competencies:

* Knowledge of safety regulations and compliance standards.
* Excellent communication and interpersonal skills.
* Ability to manage a team and provide training.
* Strong problem-solving and analytical skills.
* Ability to conduct safety audits and inspections.
* Attention to detail and accuracy in reporting.
* Proficient in the use of safety equipment and tools.