

**JOB ADVERT**  
**SHE ASSISTANT-ONE (1) POSITION**

Department: - Safety, Health & Environment  
Reports to: - SHE Manager  
Location: - Magadi Terms: -  
Fixed Term Contract

**PURPOSE OF THE JOB**

This position is responsible for ensuring compliance within the Manufacturing plant for safe working conditions and procedures

**MAIN RESPONSIBILITIES**

- Ensure compliance to Safety, Health and Environment standards and procedures in the plants.
- Carry out plant inspections, BSO and HIT programs and preparing and sharing reports of findings with relevant departments.
- Coordinate, plan and carry out Safety, Health and Environment training within TCML sites and file the training data.
- Train technicians and operators on PTW implementations.
- Carry out PTW audits, develop and implement corrective measures to the identified deviations of PTW procedure implementations.
- Carry out incident investigation and closure of open actions.
- Conduct risk assessments and review and update the company's SHE risks register.
- Carry out Job safety analysis to create safe work procedures and environment.
- Ensure operations employees, contractors and site visitors receive SHE inductions for field operations.
- Raise unsafe observations in MDO (Master Data Online) platform and uploading reports.
- Conduct EMS internal audits and generate reports from audit findings.  Prepare and present daily/ weekly/ monthly reports to management.

**KNOWLEDGE/SKILLS/EXPERIENCE**

- A Bachelor's Degree in Engineering, Analytical Chemistry, Environmental Science or its equivalent •  
NEBOSH International General Certificate in Environment, Occupational Health and Safety.
- At least 2 years' experience in Occupational Safety and Health, Environment and Sustainability

**HOW TO APPLY**

Testimonials, Cvs and academic certificates must be submitted by email to Vacancies\_TCM@tatachemicals.com to be received by on or before 20<sup>th</sup> January 2025

Tata Chemicals Magadi Limited is an equal opportunity employer and all qualified candidates are highly encouraged to apply.

Please note we do not ask for any payments during the recruitment process.