



Crowborough RFC Health & Safety Manager

Posted: August 2016



1: Role Overview.

The role of the Health & Safety Manager (H&S Manager) is to work with the Compliance Director and the CRFC Directors to ensure that the Club, as far as is reasonably practicable, safeguards the health, safety and welfare of all personnel employed, using or visiting the Club grounds and facilities.

2: Purpose.

The H&S Manager is responsible for:

- Reviewing and revising the H&S Policy and the relevant Risk Assessments as necessary.
- Conducting the annual Health & Safety Audit of the clubhouse, grounds and equipment.
- Conducting quarterly inspections of the clubhouse, grounds and equipment to identify H&S issues.
- Conducting monthly inspections of the Fire Exits and Fire Doors.
- Notifying the appropriate Directors and the Director of Compliance of H&S issues that need to be resolved.
- Maintaining a log of the equipment checks and services that need to be carried out [e.g. Servicing of the Fire Extinguishers] and ensuring that the checks and services have been made.

3: Requirements.

An ideal candidate for this post would be someone who has:

- Workplace responsibility for managing compliance with Health & Safety regulations.
- NEBOSH training.

4: Time Commitment.

- 4 - 6 hours per quarter.

If you are interested in this role please contact.

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