



# POSITION VACANT

## Workplace Health & Safety Consultant

ComfortDelGro Corporation Australia is the largest private bus operator in NSW. Our subsidiaries, Qcity, Hillsbus, Hunter Valley Buses and Blue Mountains Transit, provide passenger transport services to Queanbeyan and Canberra, Sydney's North West, Hunter Valley and Blue Mountains regions. We are part of an international company with an impressive global footprint and a reputation for providing a safe and reliable public transport network that meets customer and community needs.

### *The Role:*

We are seeking an experienced and qualified Workplace Health and Safety Consultant to assist CDC in satisfying our obligations to bus safety and OHS legislation. Reporting to the General Manager of Safety and Risk, the role offers you an opportunity to utilise and apply your knowledge and expertise to provide occupational health and safety advice and support to Managers.

### *Key Responsibilities:*

- Provide advice and consult with Managers and staff to ensure all employees comply with the policies, procedures, processes and safety standards of the workplace.
- Assist managers in the investigations of accidents, incidents, injuries, unsafe working conditions and recommend remedial action.
- Report and investigate hazards that arise in the workplace and work with managers to develop initiatives to address these occurrences.
- Frequently meet with managers and occasionally attend WHS Committee meetings to provide support and encourage them to frequently report on the status of WHS programmes.
- Conduct workplace audits, inspections and support workplace assessments to identify risks and prepare a comprehensive plan to remedy the issues.
- Demonstrate leadership and encourage all CDC managers to promote WHS responsibility, consultation, accountability and awareness.
- Execute training programmes for managers and supervisors on health and safety practices.
- Review and develop existing Safety Management System (SMS) to ensure continual compliance and improvement objectives are met

***Skills, attributes and experience which are essential to succeed in this role:***

- TAFE qualifications in Workplace Health and Safety and Certificate IV in Training and Assessment.
- Experience in a Workplace Health and Safety Advisory/Consultancy role.
- Personal responsibility and accountability with organisational skills and the ability to meet deadlines.
- Ability to work in a changing, fast paced and challenging environment.
- Strong knowledge of Workplace Health and Safety Policies and Procedures.
- Well-honed written communication, interpersonal and influencing skills to confidently deliver outcomes with stakeholders both inside and outside the organisation.
- A pragmatic, professional and energetic approach to 'getting things done' with a high level of independence and autonomy.
- Knowledge of public transport/logistics is advantageous.
- HR drivers licence is desirable.

The role represents a career development opportunity to become an integral member of ComfortDelGro Corporation's Safety & Risk Team.

**Are you interested?**

Please apply online or email your cover letter and resume to [jobs@cdcbus.com.au](mailto:jobs@cdcbus.com.au) by Monday 24<sup>th</sup> April.