

General Manager

Roles & Responsibilities

Purpose

The General Manager ensures that all site activities are conducted in a safe manner.

Specific Responsibilities

- Implement the company Work Health and Safety Policy, Environment and Quality Policies.
- Monitor the implementation and compliance with the safe work method statements for High-Risk Construction Work.
- Observing all WH&S requirements and statutory rules, site rules documented in the site toolbox talk.
- Ensuring that all works are conducted in a manner safe and without risk to employee health and safety.
- Providing advice and assistance on WH&S to all employees.
- Action safety reports and carrying out workplace inspections.
- Participating in safety meeting and safety programs where required.
- Investigating hazard reports and ensuring that corrective actions are undertaken.
- Participating in accident / incident investigations.
- Conducting random checks to ensure plant & equipment are being operated by suitably qualified personnel.
- Conducting random checks to ensure plant & equipment pre-use inspections and maintenance is carried out in accordance with legislative and manufacturers specifications.
- Ensure all personal are inducted and have been given the opportunity and been consulted in all WH&S procedures and documentation.
- Review Weekly Workplace Site Safety Inspection Checklist of tasks and activities undertaken by employees.