

## HEALTH AND SAFETY MANAGER

Rail Baltica is the largest Baltic transport infrastructure project that will create the North – East economic corridor. It will be an electrified, high speed railway line with modern infrastructure for passenger and freight services, ensuring environmentally friendly and fast transportation from Tallinn to the Lithuanian-Polish border. Rail Baltica will connect the Baltic States with Central and Western Europe. The project is largely co-financed by the European Union. It must be well-governed, with clear financial flows and procurement systems.

The three Baltic States' joint venture - **RB Rail AS**, was established in October 2014 and is registered in Latvia. Our ambition is to plan, monitor and control the delivery the new best-in-class, innovative, environmentally friendly railway infrastructure with cost competitive technical solution. RB Rail AS main business is the design, construction and marketing of the railway. It acts as the main coordinator of the project. RB Rail AS is looking for a new enthusiastic colleague to join our growing team in a position of **HEALTH AND SAFETY MANAGER**.

### JOB PURPOSE

Our aim is to establish a safe and healthy project environment for all the people involved in the implementation of the Rail Baltica project. Our responsibility is to provide safe and sustainable solutions for our future customers and therefore we want to minimize the possible negative impact the construction could cause for the environment in all three countries. In order to achieve these ambition Rail Baltica project team wants to make sure that HSE becomes an integrated part of all daily activities.

### QUALIFICATIONS

- Candidates should have a degree or a similar level qualification (corresponding to first level higher vocational education in Health and Safety according to Regulations of Cabinet of Ministers Nr. 749 (18.10.2010.)) and general training on environmental legislation and requirements;
- Candidates must have HSE manager experience working on major construction projects and should ideally have rail or metro construction experience including track work, associated civils and infrastructure;
- Minimum 10 years of experience out of which at least 5 years in a Health and Safety Manager position in a major construction projects, ideally related to Railway infrastructure;
- Sound understanding of legislative requirements in Baltic's is preferred;
- Broad knowledge and experience in risk assessments and audit processes, able to develop and implement policy, plans and procedures;
- Ability to analyze incidents and apply root cause analysis techniques;
- Ability to develop Emergency Response procedures/plans;
- Strong organizational, planning and problem-solving skills;
- Fluent in English and preferably one of the Baltic country languages;
- Effective interpersonal and verbal & written communication skills;
- Proficiency in MS Office Applications.

### RESPONSIBILITIES

- Develop and implement Health and Safety processes across the Rail Baltica project organization, and ensure effective implementation including coaching and mentoring;
- Assessment and control of occupational risks for office and site (e.g. construction) processes;
- Fulfillment of the applicable standards, legal requirements and the assumptions of the developed HSE plan;
- Monitoring the day-to-day management of Health and Safety issues, assist Project Owners and Managers in the general supervision of the HSE plan;
- Prepare and overview inclusion of HSE requirements in project specification, tenders and contracts regarding construction works and equipment;
- Overview inclusion of HSE requirements regarding the further maintenance procedures of Rail Baltica infrastructure;
- Provide a dedicated audit and inspection program, undertake compliance evaluations, inspections and audits at prescribed intervals – record outputs and liaise with activity owners to address appropriate corrective and preventive actions;
- Monitor, collate and interpret health and safety performance data including close out of inspection and accident investigation reports and provide management reports on a routine basis;
- Participating in the follow-up and close-out of corrective actions that arise from operational activities, meetings, incidents, emergency exercises, inspections or audits etc.;
- Monitor the implementation of the Health and Safety program at contractors and subcontractors' side; prepare audits and inspection formal reports and verify the follow up;
- Establish and maintain a culture of free and honest incident and accident reporting; implement Incident and Accident reporting processes, guide and facilitate the investigation in case of accidents, incidents and near misses;
- Develop and implement a Site training program, provide trainings (internally/externally);
- Collaborate closely with other Health and Safety managers or representatives on Health and Safety matters (e.g. construction company), verify the adequacy and application of the Site Health and Safety Plan and all related procedures, to the evolution of the RB Project;
- Collaborate with relevant state and municipal organizations (e.g. State Labour inspection, State Environmental service, State Fire and Rescue service etc.) on Health and Safety matters for Rail Baltica sites;
- Establish clear health and safety objectives and targets; monitor regularly the performance through the dedicated KPIs;
- Lead and coordinate the site emergency response team and fire prevention/fighting team, organizing training and emergency drill mock activities.

### ORGANISATION REPORTING STRUCTURE

Health and Safety Manager will report to the Chief Program Management Officer under the Chief Program Management Officer division.

### OFFICE LOCATION

Full time position, located in Riga, Vilnius or Tallinn.

### SALARY

Starting from 4000 EUR (before taxes).

### APPLICATION PROCESS

If You are willing to be a part of the challenging and unique project, and Your experience and personality match the position's requirements, please, send Your CV and motivation letter in English with the subject "HEALTH AND SAFETY MANAGER" to RB Rail AS recruitment partners SIA "Recruitment Latvia": [rbrail@cvor.lv](mailto:rbrail@cvor.lv) by 1st November 2020.

*By submitting this application (CV, motivation letter, etc) the applicant provides the authorisation for the processing of personal data by RB Rail AS ("Controller") and SIA "Recruitment Latvia", Reg. No 40003955719, as its respective recruitment partners. The personal data indicated in the application documents will be processed for the purposes of the recruitment and hiring processes only as is legally permissible under Art. 6(1)(f) of Regulation (EU) 2016/679 (General Data Protection Regulation)*



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