

Job Title & Mission

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Quality, Construction Safety and Security Manager (QCSSM)

Mission

Manage the project quality, safety and security obligations.

Support the leadership of the Quality and HSE team and achieve business goals that meet shareholders expectations in a manner that focuses on quality, health, safety and environmental, continuous improvement and good corporate governance.

To ensure that Project Quality, Health & Safety, Environmental Requirements are implemented, monitored and maintained within group.

Location

Baltimore, MD

Position in the Organisation

Functionally reports to HSE Manager USA

Within the Project Organization reports to the Project Director

Accountabilities

- ❖ Contribute to establish, document, implement, maintain and continually improve the HSE Local Management System in compliance with International Standards, IMS and Local Procedures.
- ❖ Supervise the implementation of the ASTS activities in compliance with HSE Policies, HSE Legislative Requirements, HSE Customer Requirements and HSE Management System (IMS).
- ❖ Implement the HSE hazard identification, HSE risk assessment and identification of necessary controls measures (Management Plan) within HSE Policies, applicable HSE Legislation, HSE Customer requirements and HSE Management System (IMS).
- ❖ Support in the establishing, documenting, implementing, maintaining and continually improving the HSE Management System according with Local Laws and in compliance with ISO 14001 and OHSAS 18001.
- ❖ Conduct the compliance audits to the HSE Legislative Requirements.
- ❖ Check on-site the application of relevant work permits (Work Block/Area Permit, Red Tag Permit, LOTO Permit, Confined spaces Permit, Hot Work Permit).
- ❖ Perform industrial hygiene surveys, as conditions dictate.
- ❖ Undertake Planned General Inspections (PGI).
- ❖ Conduct staff and contractor safety introduction and toolbox talks.
- ❖ Manage the project staff and Contractor Safety Training Program.
- ❖ Implement the HSE Programs for the achieving of the HSE objectives and targets.
- ❖ Manage the external HSE resources appointed on worksite and construction site.
- ❖ Contribute to HSE Communication, Participation and Consultation;
- ❖ Participate to identification of HSE training needs and conduct the HSE training according to the Training Program.
- ❖ Contribute to the identification of legal and IMS requirements of engaged suppliers and subcontractors.
- ❖ Define and update the procedure for the management of potential emergency situation.

- ❖ Monitor, report and communicate the HSE performance and implement solutions in case of negative trends.
- ❖ Implement investigation and analysis in case of HSE accidents and incidents (also in case of near misses).
- ❖ Identify nonconformities and verify that the corrective/preventive actions are taken to mitigate it and avoid the recurrence.
- ❖ Conduct and cooperate to HSE audits, inspection and HSE legal compliance audit in relation to the annual schedule.
- ❖ Cooperate to the implementation of the proper documentation for the annual management review meetings.
- ❖ Ensure the definition, planning and implementation of all the approved quality assurance activities (e.g. quality audits, quality documentation...) required for assigned Tenders, Projects, Plants, Suppliers.
- ❖ Ensure the QA assigned activities are executed in alignment with budget targets
- ❖ Ensure the collection from all relevant units of quality assurance project data in order to perform project data analysis and reporting
- ❖ Ensure the monitoring and reporting of vendor rating and suppliers KPIs in order to guarantee the compliance of project suppliers with the expected levels of performance
- ❖ Ensure, for the assigned projects, the definition, planning, approval and implementation of the quality audits yearly program (including supplier quality audits).
- ❖ Ensure the implementation of the assigned quality audits as per the defined yearly program.
- ❖ Support the implementation of all company activities required for the achievement of the Quality Certifications (e.g. ISO 9001, IRIS, CMMI, ...)
- ❖ Support the implementation of all company activities required by the customer satisfaction process.
- ❖ Track and agree action plans and corrective actions on all project quality issues and non-conformances.
- ❖ Produce all project quality documents and records.

Performance Criteria

- ❖ Maintain forecast less than or equal to budget for the assigned projects.
- ❖ Compliance with the project planning
- ❖ Quality issue close-out rate
- ❖ HSE Compliance with all Policies and Procedures
- ❖ Maintain ISO 14001 and OHSAS 18001 Certification Requirements
- ❖ Compliance with Federal, State, and local laws and regulations
- ❖ Compliance with International Standards (e.g. ISO 9001, IRIS, CMMI...certifications)

Competencies

- ❖ Value Creation
- ❖ Market and Customer Orientation
- ❖ Excellence in Achieving Assigned Objectives
- ❖ Human Capital Development
- ❖ Business Awareness
- ❖ Collaboration and International Development
- ❖ Have attended Competent Person Level training in fall protection, excavation and trenching, confined

space, rigging and hand signaling for cranes (preferably conducted within the past 5 years)

Skills & Knowledge

- ❖ University Degree: Bachelors in HSE or related field
- ❖
- ❖ Minimum of 5 years of Health and Safety experience in Construction Projects
- ❖ Be certified as Work Zone Safety Supervisor by the American Traffic Safety Service Association
- ❖ Completion of the 30-hour OSHA Construction Outreach Course
- ❖ Knowledge of Safety Management System and Environmental Management System according to the Standard of OHSAS 18001 (Safety Management System) and ISO 14001 (Environmental Management System)
- ❖ Excellent IT (Word, Outlook, Excel), analytical and problem solving and communication skills
- ❖ Preferred Knowledge/experience in Rails/Metro Projects during Construction, Operation and Maintenance phases
- ❖ CSP, ASP, GSP, CIH, or other certification related to HSE preferred but not required
- ❖ Communication, presentation and training techniques
- ❖ Project Management
- ❖ Organization techniques and process management knowledge
- ❖ Health & Safety, Environmental and CSR technical knowledge
- ❖ Health & Safety and Environmental legislation knowledge
- ❖ Applicable Standards and Certification knowledge (ISO....)
- ❖ Reporting Capability Health & Safety and Environmental technical legislation knowledge
- ❖ Applicable Standards and Certification knowledge (ISO....)
- ❖ Auditing Standards (ISO 19011) and techniques