

TITLE: Health and Safety officer		SAS-016
REPORTS TO LINE MANAGER: ITER Building Security Supervisor, Security Section, Safety Control Division, Department for Safety and Security		
DIRECT EMPLOYMENT: REQUIRED	GRADE RANGE: G3-G4	
DATE WRITTEN: JUNE 2008	DATE REVISED:	DATE REVISED:

Purpose:

To support the ITER Building Security Supervisor in occupational safety and health matters.

Major Duties/Responsibilities:

Under the responsibility of the Building Security Supervisor:

- Implements Health and Safety on the ITER premises (on the perimeter of the Cadarache centre and on the ITER site) for ITER staff and contractors;
- Completes and updates necessary documents: Health and Safety individual sheets, “*Document unique*” required by law, Prevention Plans, etc;
- Organizes training courses on all matters related to Health and Safety (e.g. first aid, safety for newcomers, etc.);
- Develops and maintains procedures for occupational Health and Safety;
- Participates in the determination of future needs for hazards prevention;
- Maintains a strong commitment to the implementation and perpetuation of the ITER safety program, values and ethics.

Qualifications and Experience:

- **Education:** Post-secondary diploma in Occupational Health and Safety;
- **Experience:** A minimum of 5 years’ experience in a similar position
- High level of reliability, discretion and confidentiality;
- Good communication skills and ability to work towards department goals with a high level of autonomy;
- **Language requirements:** Good level of both written and spoken English.

Work Direction and Interfaces:

- Reports to the ITER Building Security Supervisor.
- Interacts with other departments and external organizations or companies in health and safety matters.

Authority/Approval Levels:

Has authority and approval levels generally defined by the Safety and Security Deputy Director General (DDG) for his/her scope of work.

Measures of Effectiveness:

- Successfully provides efficient and high quality service to the Safety and Security Deputy Director General, Safety Control and Security Division Head and Building Security Supervisor.
- Successfully makes records of Health and Safety in ITER.
- Successfully develops a culture of Health and Safety in ITER.