

# Job Description

Health & Safety / ISO 45001 Consultant



## Ireland's leading ISO consultants

We help organisations achieve  
and maintain their ISO Certifications.

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cgbusinessconsulting.com



Established in 2009, CGBC is Ireland's leading ISO & Sustainability Consultancy, offering implementation of ISO Management Systems (including Quality, health & Safety, Environmental, Energy and Information security), Along with a catalogue of other sustainability and health and safety services. CG Business Consulting is committed to delivering exceptional services to our clients across various industries.

For more information see [www.cgbusinessconsulting.ie/](http://www.cgbusinessconsulting.ie/)

**Job Title:** Health & Safety / ISO 45001 Consultant

**Salary:** DOE

**Job Type:** Permanent with 6-month probation period

**Schedule:** Mon – Fri 09:00am to 17:30pm

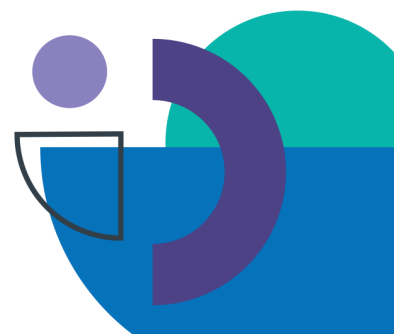
**Mix of remote working and on-site working.**

#### **Job Description:**

We are currently seeking a dynamic and experienced Health and Safety / ISO 45001 Consultant to join our team and contribute to our mission of promoting a safe and compliant working environment for our clients.

#### **Duties & Responsibilities:**

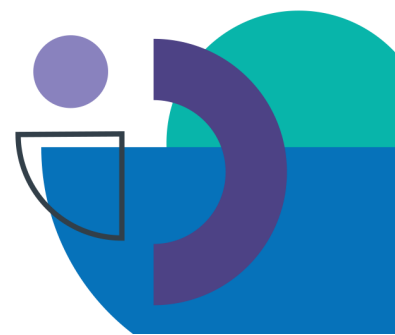
- **Health and Safety Consultation:**
  - Provide expert advice on health and safety regulations, policies, and procedures.
  - Conduct thorough risk assessments and develop effective control measures.
  - Collaborate with clients to implement and enhance safety programs.
  - Review & update or write safety statement for clients.
  - Risk & hazard identification
- **ISO 45001 Implementation:**
  - Guide clients in the implementation of ISO 45001 Occupational Health and Safety Management System.
  - Conduct audits to ensure compliance with ISO 45001 standards.



- Manage projects within scope/ budget/ schedule expectations and ensure quality standards on project deliverables.
- Develop and deliver training programs related to ISO 45001.
- **Documentation and Reporting:**
  - Prepare detailed reports on health and safety performance.
  - Assist in the creation and maintenance of documentation required for ISO 45001 certification.
  - Keep up to date with industry trends and regulatory changes to ensure ongoing compliance.
  - Focused understanding of accidents and incidents investigation and corrective action measures.
- **Client relationship Management:**
  - Build and maintain strong relationships with clients.
  - Act as a trusted advisor, addressing client concerns and providing solutions.
- **In house teamwork:**
  - Build and maintain strong relationships with colleagues.
  - Teamwork with other CGBC consultants.
  - Familiarity with general, overall day to day business operations.
  - Manage your projects through in-house PM system, providing updates until project completion.
  - Work directly with the Operations Manager to achieve overall business goals to ensure alignment across the business.
  - Effectively manage and build client relationships leading to repeat business.
  - Ability to communicate effectively at all levels internally and externally.

### Skills & qualities

- Bachelor's degree or Masters in Occupational Health and Safety or related field.
- ISO 45001 Lead Auditor certification is a strong asset.
- Any experience with either Environmental (ISO 14001) or quality (ISO 9001) will be an added bonus & benefit.
- Excellent communication and interpersonal skills.
- Excellent report writing skills.
- Excellent analysis and problem-solving skills.
- Excellent planning and organising skills.
- Passionate about helping clients.
- Fluent in English with excellent communication skills – written and verbal.
- Fastidious about attention-to-detail and accuracy.
- Organised, efficient and hard-working with strong time and project management skills.
- Good working knowledge of excel, word and PowerPoint.





ISO Consultancy | ISO Auditing Services | Sustainability Services

**To apply please email your CV to [laura@cgbc.ie](mailto:laura@cgbc.ie)**

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