

Health, Safety & Quality Manager (HSQ)

This is an exciting opportunity to join our team to support the continued growth of an established family-owned business in Leeds. Wilson Power Solutions are a leading manufacturer and supplier of electrical power distribution equipment and pioneers of ultra-low loss amorphous transformer technology. Our flagship product saves money, saves energy, cuts carbon and offers an innovative solution to the worldwide challenge of reducing energy wastage.

What's the job:

As HSQ Manager you will be responsible for the management of HSQ practices and compliance. You will improve health and safety and promote a safe working environment and a safety conscious workforce, and ensure the Company quality requirements are maintained.

Key Responsibilities

- To drive a safety and quality culture throughout the business
- Ensure the business operates in compliance with legislation, specification, code and standard for both Quality and Health and Safety, keeping up to date with relevant legislation requirements
- To ensure the business maintains its accreditations by ensuring all departments are adhering to and are familiar with relevant policies, procedures and documentation.
- Continued development of the HSQ system ensuring that the H&SQ management system conforms to the requirements of ISO9001 and 45001
- Assist all departments in identifying risks and conducts risk assessment, Standard Operating Procedures, Job Safety Analysis and Method Statements and Manufacturing Visual Aids.
- To ensure any accidents/incidents are reported and investigated through the relevant channels.
- COSHH - providing control measures to reduce harm to health;
- Ensure we are compliant with all regulations relating to Noise, Air & Vibration
- Keep and maintain HSE statistics and relevant Acts and Regulations.
- Monitor quality and HSE annual goals & objectives and prepare the relevant reports, KPI's and statistics.
- Assist the business in continually improving the "in process" quality.
- Review and sign off Contractor RAMS
- Attend safety meetings both internal and at site where required
- Conducts Audits
- Carry out customer visits/audits
- Conduct first aid inspections
- Arrange employee healthcare tests
- Assist in the completion of customer pre-qualification questionnaires
- Co-ordination of the warranty process
- Prepares quality procedures
- Evaluates non-conformances and proposes resolution plans
- Conducts incoming product inspection and final product sign off
- CAR (Corrective Action Reports) investigations, root cause and reporting
- Attend supplier audits

Skills, Knowledge & Experience:

- Demonstrable work experience at a similar level in both H&S and Quality is essential
- Experience of working in an engineering/manufacturing environment is essential
- NEBOSH qualified
- IOSHH Managing Safely qualified
- IQA essential - CIAQ desirable
- Experience of auditing
- Experience of ISO 9001, 45001, 14001 and 50001
- Industry knowledge in the Electrical Power Sector is preferable
- Transformer experience/knowledge desirable
- Experience of dealing with RAMS is essential
- Investigation experience with the ability to write reports



- Strong prioritisation skills
- Proficient in MS Office particularly Excel
- Continuous improvement capabilities
- Good interpersonal skills with a 'can-do' attitude
- Strong communicator (all levels / internal and external customers / suppliers)
- Effective negotiator
- Attention to detail and due diligence
- Good organisational skills and the ability to work in a fast-paced multitasking environment

Salary and benefits:

- Salary negotiable dependant on experience
- 37.5 hours per week office based
- 25 days holiday per year plus bank holidays
- Company Bonus Scheme
- Healthcare scheme
- Pension
- Parking on site

Please email your CV along with a covering letter to the Head of HR, detailing your current salary to hr@wilsonpowersolutions.co.uk. Closing date for applications is Friday 18th March 2022. All applicants must be able to demonstrate their right to work in the UK. No Agencies.

