

Title	Job Description US019 Senior Consultant HSE	Task		Name		Date	
Document	USHR-OCA-JDS019-1	Prepared	JARIC	14 July 2022			
Revision	1	Reviewed	NICWO	15 July 2022			
Subject	Staff Role and Responsibilities	Approved	NICWO	15 July 2022			
Role ID	US019						
Role Title	Senior Consultant HSE						
Reporting to	US Country Manager						
Manager for	No direct reports, but potential for management opportunities in future						
Base Location	Boston or Southshore of MA						
Role Summary	The primary focus is to provide technical knowledge in Health, Safety, and Environment (HSE) topics to support OCA's US business and our clients as part of a consultancy in the quickly growing US offshore wind market. Additionally, this position will support internal HSE initiatives and compliance.						
General Responsibilities	<ul style="list-style-type: none"> - Day to day HSE project delivery to Clients in onshore and offshore locations - Supporting internal (OCA) HSE program and compliance - Supporting and mentoring internal (OCA) staff with HSE training & development 						
Technical Responsibilities	<ul style="list-style-type: none"> - Plans and implements procedures and programs in accordance with Company Management Systems, requirements, and ISO standards (14001 and 45001) - Proficiency with HSE regulations and requirements for working onshore, offshore, and in the office environment - Performs site risk evaluations, consults with management, and recommends mitigation measures - Performs site HSE inspections, audits, and reports results - Collects required HSE data, manages and reports data - Executes HSE training to employees for them to perform their work tasks 						
Attributes	<p><i>Experience</i></p> <ul style="list-style-type: none"> - >7 years' experience in HSE management for engineering, construction, or equivalent industry - Experience in offshore/marine industry highly preferred <p><i>Skills & Qualifications</i></p> <ul style="list-style-type: none"> - Minimum Bachelor's degree with relevant coursework or equivalent certifications - Professional certification preferred - Excellent people skills and ability to foster a positive HSE culture on project teams and internal to OCA - Ability to professionally interact with multiple management and staff levels, CEO to workers - Excellent verbal and writing communication skills - Takes collaborative approach to challenges and risks and believes in continuous improvement - Demonstrable skills in data collection, analysis, problem solving and reporting 						

	<ul style="list-style-type: none">- Must be able to work in US with passport and able to travel, work on-site for extended durations, if required by client project, and work remotely- Experienced user of Office 365 and Microsoft products- Fully vaccinated against COVID-19
Remuneration	Annual salary, discretionary bonus, plus standard employee benefits including 4 weeks leave.