

**HEALTH AND SAFETY ANALYST**

**£23,166 - £24,717**

We have an exciting opportunity for a talented and experienced Health &SafetyAnalyst to join us at an inspiring time of change. We are looking for an experienced professional who can assist the Health & Safety team in providing up to date advice and guidance to the Service on legislation, to investigate, analyse and interpret information, and to provide general administration/co-ordination support to the Risk and Information Group.

**Required Skills/Experience:**

* Investigating work related accidents and incidents
* Analyse and present data and information, identifying trends and interpreting data sets.
* Carrying out workplace inspections
* Developing and reviewing H&S policy and procedure documents
* Prepare and produce comprehensive reports
* Demonstrate effective time management to work to conflicting priorities, meet deadlines and targets.
* Preparation and delivery of training and presentations
* Demonstrate effective IT skills, showing knowledge of a range of IT systems.
* Demonstrate excellent interpersonal skills to enable liaison at all levels internally and externally
* Work effectively as part of a team or independently

Closing Date: Monday 3 April 2017

Interviews: Week Commencing Monday 10 April 2017

We positively welcome applications from all individuals within the community particularly those who are from under-represented groups.

Working towards equality and diversity for the community we serv

