

<b>Job Title:</b>	Health and Safety Co-ordinator (12 Month Contract)
<b>Reporting To:</b>	Operations Director
<b>Purpose:</b>	The H&S co-ordinator will promote a positive H&S culture and strategy including H&S objectives, targets and management programmes to ensure the company meets all legal compliances.

**The Company:**

Mackle Petfoods is an award winning, BRC Grade AA\* certified family company, which has been manufacturing high quality dog and cat food for over 50 years.

The company employs over 270 staff across two production sites in Moy and Moygashel, Co. Tyrone. Each site has benefited from multi-million-pound investment in recent years to facilitate the production of larger volumes of pet food. The investment is a result of increasing demand from the top four retailers across the UK and Ireland, as well as the number of countries we now export to.

Mackle Petfoods produce over 70 million cans and 50 million trays annually, including our trusted brands Naturo, Brandy and Cat Club.

**Responsibilities & Duties:**

- Effectively co-ordinate H&S activity across three company sites.
- Work with all stakeholders in the business to implement H&S management programmes, auditing systems, risk assessments and relevant procedures to embed a robust H&S conscious work environment.
- Train and develop employees, at all levels in the business, to promote a H&S culture with regular consultation and engagement activities giving employees everything they need to know and do to make the workplace safer.
- Investigate all near misses and accidents and track incident metrics to minimise workplace incidents.
- Identify workplace hazards and put controls in place to reduce risk.
- Conduct regular, proactive safety inspections
- Provide guidance and advice as required
- Assess training requirements and organise training as appropriate
- Stay up to date with H&S regulations and legislation.
- Any other reasonable duties which may be required by management from time to time

**Office Address:** 40 Corrigan Hill Road, Moy, Dungannon, Co. Tyrone, BT71 6SL

**Factory Site #2:** 33 Main Road, Moygashel, Dungannon, Co Tyrone BT71 7QU

**Tel:** +44 (0)28 877 84641 **Web:** [www.macklepetfoods.com](http://www.macklepetfoods.com) A Division of John Mackle (Moy) Ltd. Reg No. NI 8491

<b>Job Title – Health and Safety Coordinator (12 Month Contract)</b>		
<i>Criteria</i>	<i>Essential</i>	<i>Desirable</i>
<ul style="list-style-type: none"> <li>• Knowledge</li> </ul>	<ul style="list-style-type: none"> <li>• Third level education</li> <li>• NEBOSH General Certificate in Occupational Health &amp; Safety or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Recognised training qualification</li> <li>• Diploma in Occupational H&amp;S or similar</li> </ul>
<ul style="list-style-type: none"> <li>• Relevant Experience</li> </ul>	<ul style="list-style-type: none"> <li>• Proven experience in developing and maintaining H&amp;S in a manufacturing business</li> <li>• Experience of carrying out Risk Assessments</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in change management and leading cultural change</li> <li>• Food manufacturing experience</li> </ul>
<ul style="list-style-type: none"> <li>• Skills &amp; Competencies</li> </ul>	<ul style="list-style-type: none"> <li>• Excellent communication skills</li> <li>• Excellent time management skills</li> <li>• Attention to Detail</li> <li>• Ability to work to deadlines and manage multiple tasks</li> <li>• Excellent organisational skills</li> <li>• Proficient in the use of MS Office software (particularly Excel)</li> </ul>	<ul style="list-style-type: none"> <li>• Ability to adapt and react to different situations and challenges</li> <li>• A “hands on” approach</li> </ul>

Please send CVs to [mpf.recruitment@macklepetfoods.com](mailto:mpf.recruitment@macklepetfoods.com)

**BENEFITS OF WORKING WITH US:**

- Competitive Pay
- 22 Holidays (Plus extra for length of service)
- 9 Statutory Bank Holiday Closure days
- Private Medical Insurance
- Family Friendly
- In-house and certified training opportunities
- Study Programmes
- Health & Wellness Initiatives
- Christmas incentives
- Free on-site car parking
- Free electric car charging points

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