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**EXPRESSION OF INTEREST**

**Grade VII Health & Safety Officer**

**EOI NFMHS640-3**

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| **Job Title and Grade** | **Grade VII Health & Safety Officer**  Expression of Interest are invited from those currently working in the HSE, TUSLA and bodies which provide services on behalf of the HSE under Section 38 of the Health Act 2004 who are interested in reassigning to the role of Grade VII Health & Safety Officer.  Reassignment to the available positions will be on a grade-to-grade basis and current remuneration will apply (only applicants who currently hold a permanent contract at the appropriate equivalent grade can be considered for this position. |
| **Location of Post** | National Forensic Mental Health Service, Portrane, North Co Dublin |
| **Informal**  **Enquiries** | Simone Comiskey, Quality & Patient Safety Manager.  Telephone: Mobile: 087 3975896  Email: [simone.comiskey@hse.ie](mailto:simone.comiskey@hse.ie) |
| **Purpose of the Post** | • The purpose of the role is to facilitate compliance with the corporate Health & Safety Statement and associated processes, policies and legislation within the NFMHS.  • To provide specialist advice, guidance and instruction regarding health and safety matters to the NFMHS Management Team, Heads of Service, frontline managers and  • staff, to assist NFMHS management and duty holders in ensuring that the high standards of health and safety as dictated by HSE Corporate and legislation are met and promote continuous improvement based on systematic organisational learning.  • To advise and support management and duty holders in setting up, maintaining and improving systems that underpin an effective integrated health and safety governance system within the NFMHS.  • To liaise with internal stakeholders such as the National Health and Safety Function (NHSF) and Corporate Committees such as the Health & Safety Management Advisory Committee (HSMAC) and the Risk Committee and external stakeholders such as the State Claims Agency and the Health and Safety Authority.  • The post holder will be responsible for ensuring that national policy issued by the Workplace Health and Wellbeing Unit is implemented locally. This will include statutory and regulatory requirements of the Workplace Health and Wellbeing Unit for the Health and Safety of healthcare workers.  • The post holder will support the Quality & Patient Safety Manager in all communication processes and the collation, analysis and distribution (as applicable) of all NFMHS policies. Based on this information the post holder will produce regular reports to the following identifying areas for improvement:  Locally  • The Quality & Patient Safety Manager  • The NFMHS Management Team  Nationally  • National Health & Safety Function  • Workplace Health and Wellbeing Unit |
| **How to Apply** | Expressions of interest should be submitted by way of a detailed CV and Cover Letter. Please send your CV and Cover Letter by email to [recruitment.nfmhs@hse.ie](mailto:recruitment.nfmhs@hse.ie) using the subject line **EOI NFMHS640-3 Grade VII Health and Safety Officer**  Initial Screening & Shortlisting will apply based on the information provided in the CV/letter submitted and the requirements of the post as outlined. Selection will take place by way of a skills match meeting.  **Closing date for receipt of application is Friday 26th July 2024 @ 12.00** |



**Terms and Conditions**

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| **Tenure** | The current vacancy is permanent and whole time and will be filled based on an Expression of Interest / reassignment*.*  The successful candidate will retain their existing terms and conditions of employment on reassignment into this role.  Appointment as an employee of the Health Service Executive is governed by the Health Act 2004 and the Public Service Management (Recruitment and Appointments) Act 2004 and Public Service Management (Recruitment and Appointments) Amendment Act 2013. |
| **Remuneration** | Current remuneration will continue to apply |
| **Annual Leave** | The successful candidate will retain their existing terms and conditions of employment, including contractual entitlement to annual leave, on reassignment/secondment into this role. |