

# Health, Safety, and Environment (HSE) Manager

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**Ref: 12001**

The Rwanda Institute for Conservation Agriculture (RICA) is a unique and innovative English language undergraduate institution dedicated to preparing the next generation of agricultural leaders of Rwanda and East Africa. Students at RICA will engage in curricular and co-curricular learning opportunities emphasizing Conservation Agriculture and One Health principles, oral and written communication, leadership, and entrepreneurship.

In an experiential learning environment, students will develop the knowledge and experience necessary for a wide range of careers in agriculture. Students at RICA will experience the six Enterprises including Beef Cattle and Small Ruminants, Dairy, Poultry and Swine, Row and Forage Crops, Vegetable and Tree Crops, Irrigation and Mechanization. The curriculum is designed to incorporate threads of Innovation, Conservation, OneHealth Systems Thinking, and Entrepreneurship. Communication, One Health Systems Thinking, and Entrepreneurship are woven throughout the curriculum. All RICA graduates will be innovative problem solvers able to operate farms and ranches, start agribusinesses, assume management roles in cooperatives, NGOs, and other agricultural enterprises, serve their communities as extension agents and technical and policy experts, or assume positions of agricultural leadership in Rwanda.

## **DESCRIPTION**

We are seeking a Health, Safety, and Environment (HSE) Manager to ensure compliance with HSE protocols onsite for campus staff and students, collaborate with the construction companies HSE Coordinator in their ongoing works, and promote the safety of our team through continuous efforts. The HSE Manager will work within the Facilities Department to contribute to the smooth running of the Campus facilities, reporting to the Facilities Director.

## **RESPONSIBILITIES**

- Monitor, promote, and ensure compliance of HSE regulations and encourage safe working practices across Enterprise Leads & Departments.
- Report, document, communicate and correct risks/hazards immediately or in a timely manner as appropriate for the situation.
- Conduct continuous (weekly) onsite documented field audits to assess the safety of the staff and students active on campus, and identify risks associated with equipment used (i.e. Compressed Cylinders, Electrical issues, defective parts, environmental issues, labeling etc.).

- Act as a point of contact in the emergency response notification process and ensure proper communication involves all company representatives that should be involved in the matter.
- Assist in incident investigation processes, including taproot investigations to determine causal factor(s) and make recommendations for corrective actions collectively with the management team.
- Facilitate training classes for required safety courses in the field and maintain employee-training records.
- Coordinate with the construction companies HSE Coordinator to ensure that staff and students are not exposed to the risks associated with ongoing construction works.

#### **MINIMUM QUALIFICATIONS**

- Bachelor's Degree in one of the following fields: Electrical Engineering, Civil Engineering, Mechanical Engineering, Facilities Management, Construction Management, Health & Safety Management. Certificates in HSE compliance also welcomed.
- 3-5 years experience managing the HSE compliance of a commercial facility with electrical and mechanical equipment.
- Computer literacy (Word, Excel) and writing/reading skills.

#### **PREFERRED QUALIFICATIONS**

- Deep experience of Health, Safety and Environmental procedures and government regulations regarding facilities safety and management.
- Experience with water treatment plants, solar plants, or large construction equipment (e.g. trucks, excavators, etc).

#### **HOW TO APPLY**

- Submit your application form using the following link:  
[https://docs.google.com/forms/d/e/1FAIpQLSdZ9uVolarfhCa40gy2wnEx1V563WPHPnaniQu5h\\_v7FuabgA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSdZ9uVolarfhCa40gy2wnEx1V563WPHPnaniQu5h_v7FuabgA/viewform?usp=sf_link)

**Review of applications will begin May 15th, 2019 and continue until the position is filled.**

#### **Website**

<https://www.rica.rw/>



Approved By:

Date: November 2, 2018