

# CAREERS IN BUILDING AND CONSTRUCTION

## WH&S Officer

Work Health and Safety (WH&S) officers coordinate an organisation's health and safety programs and provide advice on incident prevention and occupational health to all levels of management and employees. WH&S officers have a key role in implementing processes in the workplace to identify hazards, assess risks to health and safety from these hazards, and have appropriate safety controls put in place. WH&S officers may perform tasks including:

- ◆ promoting work health and safety within the organisation and developing safer and healthier ways of working;
- ◆ inspecting and testing machinery and equipment to ensure it meets appropriate safety regulations;
- ◆ checking workplaces to ensure that protective clothing is being used according to regulations and that dangerous materials are correctly stored;
- ◆ ensuring that the organisation is aware of and complies with all relevant legislation in relation to the use of its plant equipment and substances as well as in all workplace activities;
- ◆ supervising the investigation of incidents and unsafe working conditions;
- ◆ conducting training sessions on health and safety practices and legislation;
- ◆ identifying potential accident and health hazards and implementing appropriate corrective measures;
- ◆ coordinating emergency procedures, fire fighting and first aid crew; and
- ◆ developing work health and safety policies, procedures, manuals, etc.

WH&S officers may specialise as ergonomists or occupational/industrial hygienists. Ergonomists investigate the design and use of equipment and systems and examine their suitability for human operators. They may also advise on psychological factors affecting work performance.

Occupational/industrial hygienists identify and investigate problems of occupational/industrial hygiene (chemical and biological) hazards in the workplace. They use scientific equipment to measure and control hazardous substances.

### Personal Requirements

- ◆ a mature approach when dealing with people
- ◆ able to work individually or as part of a team
- ◆ good communication and interpersonal skills
- ◆ integrity and honesty

### Education and Training

Successful completion of a certificate, diploma or degree with a major study in Occupational Health and Safety is the minimum requirement for entry to this job.

- ◆ Certificate III in Health (Work Health and Safety)
- ◆ Diploma of Health
- ◆ Bachelor of Work Health and Safety

