

Position Description

Position: Head of Health, Safety, Wellbeing and Risk
Department: Operations
Reports to: Director of Operations
Direct Reports: None

Role Purpose	<p>Accountable for establishing, embedding and strengthening Enatel’s enterprise-wide health, safety, wellbeing and risk management framework across NZ, US and future regions.</p> <p>Leads identification, assessment and control of critical risks within manufacturing and engineering environments, ensuring operational control beyond compliance.</p> <p>Provides regular updates and engages with SLT on risk exposure, control effectiveness and compliance across the companies global operations.</p>
Key Success Outcomes	<ul style="list-style-type: none"> • Effective Critical Risk Management framework implemented and maintained. • Hazard registers accurate, risk-rated, owned and actively used. • Critical risk reviews completed for high-risk activities across the business, with key control measures implemented and regularly reviewed. • Incident investigations demonstrate robust root cause analysis and systemic learning. • Align with HR to ensure there’s a consolidated organisational training and competency matrix in place that meets health and safety standards. • Clear and regular health and safety reporting to SLT, ensuring clear ownership and alignment of H&S framework across the entire business. • Legal compliance across NZ and US operations maintained. • Emergency preparedness and response capability verified.
Key Internal Relationships	<ul style="list-style-type: none"> • Senior Leadership Team • Operations and Manufacturing Leaders • Human Resources • Quality & Environment • Health and Safety Representatives • IDEAL Corporate • All Employees
Key External Relationships	<ul style="list-style-type: none"> • Regulators and Certification Bodies • Contractors and Suppliers • Industry Specialists and Advisors

Key Requirements

Accountability Area	<ul style="list-style-type: none"> • Desired Outcome / Achievement Indicators
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Enterprise HSW & Risk Strategy (Global)	<ul style="list-style-type: none"> • HSW&R strategy and multi-year roadmap defined, approved, resourced and reviewed annually, aligned to business growth plans across NZ, US and Europe and ensure compliance with ISO 45001 and Health and Safety at Work Act 2015 • Clear operating model in place (governance, accountabilities, standards, site responsibilities) enabling consistent execution across regions. • Budget and resourcing plan (team, external specialists) supports current operations and planned scale-up.
Governance, Due Diligence & SLT Reporting	<ul style="list-style-type: none"> • SLT receive timely, risk-based reporting on performance, critical risk control effectiveness, significant events, and improvement priorities. • Due diligence framework in place for officers/senior leaders (assurance cadence, site interactions, training) with evidence of completion. • Material risks and emerging issues are escalated early with clear options and recommendations.
Legal Compliance & Regulatory Engagement (NZ, US, Europe)	<ul style="list-style-type: none"> • Legal register maintained for all operating jurisdictions; compliance obligations translated into practical standards, procedures and verification. • Regulator relationships managed professionally; inspections/audits are prepared for and outcomes closed out to time and quality. • Licences/permits, statutory reporting and notifiable event processes are clear and consistently applied.
Critical Risk Management (Manufacturing & Engineering)	<ul style="list-style-type: none"> • Critical risk framework implemented (hazard identification, bowties/controls, standards, training, verification) and embedded in operations. • Critical controls are defined, owned by operations, and verified through routine field leadership and assurance activities. • High-risk work (e.g., working at height, isolation/LOTO, plant & machinery, hazardous substances, contractor work) has robust controls and permits where required.
HSW Management System & Operational Assurance	<ul style="list-style-type: none"> • Enterprise HSW management system is fit-for-purpose for multi-site/global operations (standards, procedures, roles, document control, change management). • Assurance program in place (audits, inspections, verification of critical controls) with findings tracked, prioritised and closed out. • System tools (including HSW software) are owned, data quality is maintained, and insights are used to drive action.
Risk Integration (Enterprise Risk & Business Continuity)	<ul style="list-style-type: none"> • HSW&R risks are integrated into the enterprise risk framework (risk appetite/tolerances, material risk reporting, controls, assurance). • Business continuity and crisis management arrangements are defined, tested and improved (including major incident response). • Change activities (new sites, new processes, new products, acquisitions) follow a disciplined risk assessment and management of change approach.
Incident, Investigation & Learning	<ul style="list-style-type: none"> • Incident reporting is timely and trusted; investigations apply robust root cause methods and identify systemic improvements.

	<ul style="list-style-type: none"> • Corrective actions are prioritised by risk, assigned, and completed to agreed timeframes; learning is shared across sites/regions. • Notifiable/serious events are managed with disciplined stakeholder communication and regulatory reporting where required.
Wellbeing, Health & Psychosocial Risk	<ul style="list-style-type: none"> • Wellbeing strategy in place covering mental health, fatigue, ergonomics and psychosocial risks, aligned with HR and operational realities. • Occupational health risks are assessed and controlled (e.g., noise, chemicals, manual handling), with monitoring where required. • Early intervention and support pathways are effective; trends and hotspots are identified and addressed.
Capability, Training & Culture	<ul style="list-style-type: none"> • Competency framework and training matrix are defined for leaders, operators, and high-risk roles; completion and effectiveness are monitored. • Leader routines and engagement (e.g., safety interactions, learning teams) drive ownership and continuous improvement. • HSR/committee structures are fit-for-purpose across regions, enabling worker participation and consultation.
Contractor, Supplier & Visitor Risk	<ul style="list-style-type: none"> • Contractor management standard implemented (prequalification, onboarding, supervision, performance monitoring) across all sites/regions. • Supplier and logistics risks are assessed and managed (including work done on Enatel sites and work done on customer sites where applicable). • Procurement and project teams apply HSW requirements in selection and contracting.
Emergency Preparedness & Response	<ul style="list-style-type: none"> • Emergency plans and site-specific response arrangements are current, practised and effective (including fire, medical, chemical, earthquake and severe weather as relevant). • Drills/exercises run to schedule with learning captured and improvements implemented. • Roles (e.g., wardens/first aid) are resourced, trained and supported; reliance on a single individual is avoided through depth and succession.

Other duties:

- Upholds the company values.
- Perform any other tasks as required by your Team Leader and/or the business.
- Contributes to the achievements of department goals and objectives.

Health & Safety:

- Ensuring all Health & Safety policies and rules are followed, with all tasks completed in a safety conscious manner.
- Maintaining a safe and clean working environment by complying with Enatel Policy and Procedures.
- Leads by example in all matters relating to Health & Safety.

Environmental:

Enatel is committed to minimising the environmental impact of our operations and products.

- Ensuring Environmental policies and processes are followed.

Person Specification:

<p>Competencies</p>	<p>Competencies reflect the behaviours and judgement required to lead enterprise health, safety, wellbeing and risk outcomes in a complex, multisite manufacturing environment.</p> <p>Enterprise Critical Risk Leadership</p> <ul style="list-style-type: none"> • Identifies and focuses the organisation on risks that could cause serious harm or business disruption. • Designs frameworks that are owned by Operations, not HSW. • Anticipates emerging risks during growth, change and scaleup. <p>Risk Advisory</p> <ul style="list-style-type: none"> • Communicates risk in commercial, operational and legal terms. • Escalates issues early with clear options and recommendations. • Maintains professional independence while remaining pragmatic. <p>Operational Systems Thinking</p> <ul style="list-style-type: none"> • Translates legal and system requirements into practical, usable controls. • Integrates HSW into production, engineering and quality processes. • Balances risk reduction with operational reality. <p>Regulatory & Jurisdictional Acumen</p> <ul style="list-style-type: none"> • Strong working knowledge of NZ and US H&S legislation. • Confidently leads audits, inspections and notifiable events. • Anticipates regulatory expectations during expansion. <p>Capability Building & Cultural Influence</p> <ul style="list-style-type: none"> • Develops riskbased training and competency frameworks. • Coaches' leaders to own and verify critical controls. • Strengthens worker participation and consultation mechanisms. <p>Professional Courage, Integrity & Credibility</p> <p>Acts with integrity and consistency, particularly under pressure.</p> <ul style="list-style-type: none"> • Comfortable making difficult calls and standing behind them. • Handles challenge and conflict calmly and constructively. • Seen as trusted, principled and credible across the organisation.
<p>Skills, Experience & Knowledge</p>	<p>Enterprise Health, Safety & Risk Leadership</p> <ul style="list-style-type: none"> • Demonstrated experience leading enterprise level health, safety and risk frameworks in manufacturing, engineering or other high risk operational environments. • Proven ability to identify, prioritise and control critical risks, with experience embedding ownership within Operations rather than central HSW functions.

	<ul style="list-style-type: none"> • Experience moving organisations beyond compliance toward mature, risk-based practice. <p>Leadership Engagement</p> <ul style="list-style-type: none"> • Strong capability to influence senior leaders and officers through credible, independent advice and challenge. • Experience supporting officer due diligence, including risk reporting, assurance cadence, site engagement and evidence of oversight. • Confidence managing difficult conversations and making clear recommendations where risk exposure is unacceptable. <p>Operational Systems & Assurance</p> <ul style="list-style-type: none"> • Proven experience designing and implementing HSW management systems that work in real production environments. • Strong understanding of assurance models (audits, inspections, critical control verification) and using data to drive operational action. • Ability to translate legal, regulatory and system requirements into practical, usable standards and procedures. <p>Legal, Regulatory & Jurisdictional Knowledge</p> <ul style="list-style-type: none"> • Strong working knowledge of New Zealand and United States health and safety legislation, with experience applying this in operational settings. • Experience managing regulatory inspections, audits and notifiable events, including preparation, engagement and close out. • Capability to extend frameworks and compliance approaches to new regions as the business scales (e.g. Europe). <p>Incident Management & Learning</p> <ul style="list-style-type: none"> • Demonstrated experience leading incident investigations using robust root cause methodologies. • Ability to distinguish between individual error and systemic failure and drive sustainable corrective actions. • Experience ensuring organisational learning is captured and shared across sites or regions. <p>Capability, Training & Cultural Uplift</p> <ul style="list-style-type: none"> • Experience developing risk-based training and competency frameworks for leaders, operators and high-risk roles. • Proven ability to build HSW capability in line leaders, rather than becoming a single point of expertise. • Experience strengthening worker participation, consultation and engagement mechanisms. <p>Wellbeing & Psychosocial Risk</p>
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	<ul style="list-style-type: none"> • Practical experience addressing occupational health, wellbeing and psychosocial risks in operational environments. • Ability to integrate wellbeing initiatives with operational reality, HR processes and leadership practices. • Experience using data and trends to identify hotspots and drive early intervention. <p>Professional Skills</p> <ul style="list-style-type: none"> • Excellent analytical and problem-solving skills, with the ability to assess complex risk scenarios and prioritise effectively. • Clear, confident communicator able to tailor messages for SLT, operators, regulators and external stakeholders. • High personal credibility, sound judgement and integrity, particularly under pressure or during incidents.
<p>Experience & Qualifications</p>	<ul style="list-style-type: none"> • Minimum 5+ years' experience in a senior HSW advisory or leadership role within a high risk or manufacturing environment. • Experience supporting multisite and/or international operations. • Relevant tertiary qualification in health and safety, risk, engineering or a related discipline. • Experience with HSW management systems and tools (e.g. Mango or similar) is desirable.