

Health and Safety Advisor

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Company: Cleveland Clinic

Location: London

Category: other-general

Our vision is to be the best place for healthcare anywhere and the best place to work in healthcare.

We believe that every life deserves world class healthcare.

Job Summary

Salary: £40,000 - £45,000 Depending experience

Hours: Monday to Friday 9am - 5pm, in the office

Location: Based in Victoria, London but would be required to visit all CCL sites (Portland Place and Moorgate)

Contract: Permanent, Full Time

What are we looking for?

Cleveland Clinic London are looking to recruit a Health & Safety Advisor to join our Health & Safety Team.

The role will act as a central contact point for the hospital, outpatient sites, administrative site, Institutes and Departments for all aspects of health & safety. The post holder, with the aid of other team members, will ensure all Caregivers are supported in areas of health & safety.

You will work with stakeholders across the business to identify, monitor, and mitigate risks.

The role involves a significant amount of interaction with staff, audit and compliance monitoring and training the workforce in key areas of health and safety, including inductions, risk assessments and COSHH.

What makes us different?

Cleveland Clinic London offers a brand-new high-acuity environment with the very latest equipment, where caregivers are encouraged to grow their expertise across multiple specialties, and in collaboration with expert clinicians. Our Mission, 'Caring for life, researching for health, and educating those who serve', assures our unwavering commitment to professional development.

What will your duties include?

Support and advice Managers, Champions and all Caregivers regarding Health & Safety across the Hospital, administrative, and outpatient sites.

Review and investigations of incidents and the identification learnings and improvements.

Maintaining an effective programme of Risk Assessments (e.g. Office, DSE, Manual Handling, Specific Activity, General Departmental) that are up to date and carried out on a regular basis and actions arising to mitigate risks are completed.

Support of COSHH assessment systems within departments to ensure controls in place to reduce risks where reasonably practicable.

Ensure that there is a robust compliance control system in place. Carrying out regular audits to check that policies and procedures are properly implemented. Identify any required improvements and oversee their introduction.

Delivery of H&S training on a regular and ad hoc basis to ensure staff are appropriately trained and kept up to date with hospital and legislative requirements.

Support and develop the creation of monthly KPI Dashboard for H&S performance analytics.

Support the Health, Safety and Fire Manager to produce the Annual Health and Safety report.

Support Health, Safety and Fire Manager in Projects and other BAU activities.

Other duties as assigned.

What we need from you?

It is essential that you can demonstrate an extensive knowledge of Health and Safety management experience, good organisational and interpersonal skills, as well as excellent

administrative skills, and be able to balance demands and prioritise workloads from previous work experience.

Knowledge of Health and Safety gained from working within a complex multisite Healthcare setting highly desirable.

Good communication and influencing skills across all levels of the organization, ability to build meaningful relationships, including effective stakeholder management within a multi-hazard environment.

Strong analytical and technical skills including proficiency in Microsoft Office packages is essential.

Minimum of NEBOSH General Certificate is essential.

Desired NEBOSH Fire Certificate.

Desired NEBOSH Diploma.

Ideally membership of IOSH.

What can we offer you?

As a private hospital with no shareholders, we reinvest profits back into our organisation.

This means we can offer tailored support and development for caregivers, alongside benefits such as:

25 days annual leave (plus bank holidays)

Auto-Enrolment of 5% pension - Cleveland Clinic contributes 10% through Salary Exchange

Life Assurance, Private Medical & Dental Insurance and Eye Care contributions

Discounted gym facilities

24/7 Holistic Employee Assistance Programme

Who we are?

Cleveland Clinic is one of the leading providers of specialised medical care in the world, providing clinical excellence and superior patient outcomes for almost 6 million patient visits

per year across more than 200 locations. We employ over 80,000 caregivers worldwide and continue to drive innovation in healthcare.

With over 100 years of history, our “Patients First” philosophy is at the heart of everything that we do.

If you would like to know more, please email

Applicant shortlisting and interviews may take place whilst the advert is live, so it may close sooner than expected - please submit your application as soon as possible. Due to the volume of applications, we are not always able to provide individual feedback.

Disclosure and Barring Service (DBS) Check

This role may be subject to the Rehabilitation of Offenders Act 1974 (Exceptions) Order (as amended) and it will be necessary for a submission for Disclosure to be made to the Disclosure and Barring Service (DBS) to check for any previous criminal convictions.

“Let’s deliver World Class care together!”

As an equal opportunities employer, we aspire to work together to promote a more inclusive work environment, which represents our commitment to celebrate diversity.

CCL is committed to applying its Equal Employment Opportunity/Workforce Diversity and Inclusion Policy at all stages of recruitment and privileging. Shortlisting, interviewing and selection will always be carried out without regard to any Protected Characteristics. When aware of the need to do so and when required, CCL will make reasonable adjustments to its arrangements for interviews and to conditions of employment/engagement for disabled applicants to ensure, so far as practicable, that they do not place such applicants at a substantial disadvantage in comparison to non-disabled applicants.

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