

# Academically Advanced Socially Progressive

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## Health, Safety and Sustainability Manager

<b>Department</b>	Pure and Applied Chemistry ( <a href="http://www.strath.ac.uk/science/chemistry/">www.strath.ac.uk/science/chemistry/</a> )		
<b>Faculty</b>	Faculty of Science ( <a href="http://www.strath.ac.uk/science/">www.strath.ac.uk/science/</a> )		
<b>Staff Category</b>	Administrative and Professional	<b>Reference No</b>	807194
<b>Reports To</b>	Head of Department	<b>Grade</b>	8
<b>Salary Range</b>	£47,389 - £58,225	<b>Contract Type</b>	Open Contract
<b>FTE</b>	1 (35 hours/week)	<b>Closing Date</b>	29/04/2026
<b>Working Arrangements</b>	Hybrid. The standard requirement across the University is that at least three days per week (based on 1FTE) will be spent working on-site (with flexibility as appropriate).		
<b>Work Location</b>	Thomas Graham Building		



## Job Advert

An experienced Health and Safety Practitioner with an interest in and experience of delivering sustainable improvements, qualified to degree level with relevant safety qualifications, it is expected that you will have both strategic and operational experience of managing a broad range of risk, ideally in a high hazard science environment.

The Health, Safety and Sustainability Manager will help support the implementation of the University's ambitious safety, wellbeing, and resilience strategy. The role will manage and oversee health and safety within the Department of Pure and Applied Chemistry providing competent advice, further developing, and reviewing the occupational health and safety management system and fostering a positive safety culture within the Department. The role will review the Department's sustainability activities in the context of the University's strategic approach to this area and develop plans and projects to drive improvements. The postholder will work alongside senior colleagues in the department and across the organisation to put in place processes to safeguard the delivery of university services and critical business functions.

The post requires directing and manage incident investigations, identifying lessons learnt and implementing remedial actions as necessary. You will use a variety of techniques to review, monitor and report on health and safety arrangements to drive compliance, best practice, and continual improvement. Previous experience of health and safety auditing would be an advantage.

## Job Description

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### Brief Outline of Job:

The Health, Safety and Sustainability Manager will help support the implementation of the University's ambitious safety, wellbeing, and resilience strategy. The role will manage and oversee health and safety within the Department of Pure and Applied Chemistry providing competent advice, further developing, and reviewing the occupational health and safety management system and fostering a positive safety culture within the Department. The role will review the Department's sustainability activities in the context of the University's strategic approach to this area and develop plans and projects to drive improvements.

### Main Activities/Responsibilities:

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1. Lead the development and implementation of a H&S strategy, arrangements and procedures considering the University's OHS policies and strategy. Monitor compliance with relevant University policies and procedures, ensure the PAC management system is reviewed in line with these policies and revised as appropriate.
  2. Lead the development and implementation of a PAC sustainability strategy, arrangements and procedures considering the University's strategy, plans, and opportunities. Monitor results and review strategy as necessary.
  3. Responsible for the overview and coordination of OHS management arrangements across the Department, providing professional advice to all levels of staff.
  4. Produce an annual health and safety report and action plan which provides assurance of compliance and implementation of the wider University safety strategy. Prepare regular management reports for Department Management Team which demonstrate how key safety performance indicators are being monitored against the plan.
  5. Produce an annual sustainability report and action plan which provides assurance of our alignment with the wider University strategy. Prepare regular management reports for Department Management Team which demonstrate how key sustainability performance indicators are being monitored against the plan.
  6. Enable the investigation of accidents and incidents including the compilation of accident data; cooperate with regulators, emergency personnel, insurers and staff and their representatives as appropriate. Identifying and sharing lessons learned as appropriate.
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7. Assist the Head of Department to support new research (either internal or from an external source such as a spin-out) moving into our buildings. This will involve being a key stakeholder and consultee with Estates; reviewing building design, systems, and statutory restrictions to ensure the workplace is suitable for the proposed use and providing advice/ guidance to ensure compliance.
8. Collaborate with colleagues to devise and manage appropriate health and safety solutions in complex situations with, at times, conflicting priorities, and major cost considerations.
9. Convene and chair the Departments Health, Safety and Sustainability Committee.
10. Oversee and manage the development of the Departments Emergency Management arrangements and Business Continuity Plans including fire evacuation procedures.
11. Promote a partnership approach with key internal and external stakeholders, gaining an understanding of the business needs and challenges and work collaboratively with professional services, operational and academic colleagues to continually improve the health and safety performance of the organisation.
12. Contribute to the wider safeguarding agenda for the University in terms of business continuity and emergency planning exercises.
13. Champion the Safety, Wellbeing and Resilience strategy and vision of a Culture of Care. Promoting and enabling accountability and responsibility for these areas across the University.
14. Carry out all duties in a manner that promotes and supports equality, diversity and inclusion, and the University's values.
15. Undertake other tasks and duties as agreed with the Head of Department. This may include working outside of normal working hours to support emergency response/incident investigation activities.

## Person Specification

### Educational and/or Professional Qualifications

(E=Essential, i.e. a candidate must meet all essential criteria to be considered for selection, D=Desirable)

- E1 A Degree in a relevant science/engineering or safety discipline.
- E2 E.2 A NEBOSH Diploma in Occupational Health and Safety or equivalent.
- D1 Chartered status with the Institute of Occupational Health and Safety

### Experience

- E 3 Experience of operating in a senior health and safety role in a large, complex, multi-disciplinary organisation.
- E4 Experience of effective liaison with regulatory bodies including the Health and Safety Executive, the Home Office, and the Scottish Environment Protection Agency (or equivalent).
- E5 A comprehensive knowledge of UK health and safety legislation.
- E6 Significant management skills to lead and develop multi-disciplinary teams.
- E7 Extensive practical experience in the development, implementation, review and audit of a corporate health and safety management system.
- E8 Extensive practical experience in the development, implementation, review and audit of a corporate health and safety management system.
- E9 Able to determine own priorities and exercise discretion.

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E10 Knowledge of sustainability, ideally with experience in how it can be considered and embedded in lab practices and processes.

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## **Job Related Skills and Achievements**

E.11 A sound understanding of sensible, proportionate risk control and how this can support a positive, proactive organisational safety culture.

E12 Effective communication and presentation skills, including reporting of complex information to a variety of audiences.

E13 Experience of setting and monitoring health and safety performance targets to drive continual improvement of service standards.

E14 Able to take decisions within an appropriate level of authority, deferring to Line Manager/Supervisor only when necessary.

E15 An ability to utilise IT systems to enhance compliance in areas such as risk control, incident management and performance reporting.

E16 Excellent understanding of sustainability and how to drive improvements in a science laboratory and teaching environment.

E17 Experience of project management in a safety and/or sustainability context.

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## **Personal Attributes**

E18 A high level of interpersonal skills to enable effective collaborative working relationships with staff at all levels across the University.

E19 An ability to exercise a substantial degree of independence, professional responsibility and discretion, to establish priorities, and problem solve to meet required deadlines.

E20 Demonstrate a robust, consistent and flexible in approach to assess situations and to determine actions required, including decisions during escalating situations.

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## **Application Procedure**

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Applicants should visit Strathclyde's vacancies portal and complete an online application form including the name of three referees who will be contacted without further permission, unless you indicate you would prefer otherwise. Applicants should also submit a Curriculum Vitae and a covering letter detailing the knowledge, skills and experience you think make you the right candidate for the job. Applicants should also complete the Equal Opportunities Monitoring Form.

University of Strathclyde encourages the recruitment of disabled and neurodivergent candidates. If you need any reasonable adjustments during the recruitment process, please let us know. You are welcome to submit a paper application or a CV instead of the online application form by contacting us at [humanresources@strath.ac.uk](mailto:humanresources@strath.ac.uk).

## **Interviews**

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Formal interviews for this post will be held in May 2026 (Date TBC)

The University is a Disability Confident Employer and operates a guaranteed interview scheme for disabled candidates who meet all the essential criteria for the post that they ar

e applying for.

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## Other Information

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Further information on the application process and working at Strathclyde can be found on our website (<http://www.strath.ac.uk/hr/workforus>).

Informal enquiries about the post can be directed to Professor Tell Tuttle, Head of Department, Pure and Applied Chemistry, ([tell.tuttle@strath.ac.uk](mailto:tell.tuttle@strath.ac.uk)).

## Conditions of Employment

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Conditions of employment relating to the Administrative and Professional staff category can be found at: [Conditions of Employment](#).

## Rewards and Benefits

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Our comprehensive benefits package, including generous annual leave, family-friendly benefits, flexible work options, and a commitment to continuous learning, reflects our appreciation for the valuable contributions of our colleagues.

We understand that each staff member has unique priorities and lifestyles, so our diverse benefits ensure there is something for everyone, details of which can be found on our [Rewards and Benefits webpage](#).

- **Financial Rewards:** We provide attractive financial packages, including competitive salaries, relocation support for employees and a generous pension scheme, with university contributions of 14.5% for USS and 6.5% for LGPS.
- **Work-Life Balance:** We are dedicated to enhancing healthy work-life balance for our employees. We offer generous annual leave, an additional annual leave purchase option, flexible and agile work arrangements.
  - Annual Leave: Generous entitlement of 27 days (Grade 5 and below) or 31 days (Grade 6 and above), in addition to 11 public holidays and University closure days.
  - Additional annual leave purchase: Option to request purchase of 2 weeks' additional annual leave per year.
  - Flexible and agile working: The University provides flexible work arrangements. You can request arrangements that fit you and your role, such as hybrid, part-time, compressed hours, term-time, adjusted shifts, staggered hours. These requests can be made from the first day of your employment.
- **Family Friendly Benefits:** We offer a variety of enhanced family-friendly benefits to support our employees in balancing work and family responsibilities. These include Maternity Leave, Paternity/Maternity Support, Adoption Leave, Shared Parental Leave, Parental Leave, Carers Leave and support, Family Friendly Research & Scholarship Leave, and access to our on-campus nursery.
- **Career Development:** Our commitment to personal development is reflected in initiatives such as professional courses, subsidised educational programs, coaching and mentoring, leadership development, secondment opportunities, and access to our library.
- **Health & Wellbeing:** We place high importance on the safety, wellbeing, and health of all our staff and offer discounted Strathclyde Sport membership, an Employee Assistance Programme (EAP), Occupational Health Service, and Cycle to Work scheme.
- **Recognition Awards:** At Strathclyde, we place a strong emphasis on acknowledging and rewarding our staff's commitment and exceptional contributions. This is demonstrated through our Long-Service Awards and our Values-based Strathclyde Medals.

## Probation

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Where applicable, the successful applicant will be required to serve a 9 month probationary period.

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## Pension

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The successful applicant will be eligible to join Universities' Superannuation Scheme Further information regarding this scheme is available from [Payroll and Pensions](#).

## Relocation

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Where applicable, the University offers a relocation package to support new employees who meet the eligibility criteria. The relocation package is offered as a contribution towards costs incurred, and is designed to be flexible, allowing staff to use the financial support available in the way that will be most helpful to them. Further details are outlined in the [Relocation Policy](#).

## Equality and Diversity

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The University of Strathclyde is a socially progressive institution that strives to ensure equality of opportunity and celebrates the diversity of its student and staff community. Strathclyde is people-oriented and collaborative, offering a supportive and flexible working culture with a deep commitment to our [equality, diversity and inclusion charters, initiatives, groups and networks](#).

We strongly encourage applications from Black, Asian and minority ethnicity, women, LGBT+, disabled candidates and candidates from lower socio-economic groups and care-experienced backgrounds.

The University currently holds an Athena Swan **Silver award**, recognising our commitment to advancing women's careers in science, technology, engineering, maths and medicine (STEMM) employment in academia.

## University Values

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The University's Values capture what we're all about: who we are, what we believe in and what we stand for. [Our Values](#) have been derived from how we act and how we expect to be treated as part of Strathclyde.

In delivering **our People Strategy**, we will contribute, act, and make decisions guided by these values.

- **People-oriented:** committed to our staff and students, providing opportunities, and investing in their development.
- **Bold:** confident and challenging in what we do, and supportive of embracing appropriate and managed risk in our decision-making.
- **Innovative:** focused on discovering and applying knowledge with impact and encouraging creative thinking and new ideas.
- **Collaborative:** working together, with our colleagues and external partners, with integrity and in an open, respectful way.
- **Ambitious:** for our institution, staff and students as well as supporting the ambitions of our partners.



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