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| <b>Job Title:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Offshore Petroleum - Health and Safety Inspector |                  |                   |
| <b>Department:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Natural Resources                                | <b>Section:</b>  | Mineral Resources |
| <b>Reports to:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Offshore Petroleum - Health and Safety Manager   |                  |                   |
| <b>Grade:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Falkland Islands Government Grade - C            | <b>Job Code:</b> | TBC               |
| <b>Overall Purpose of the Role</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                  |                  |                   |
| <p>The role of the Offshore Petroleum Health and Safety Inspector is diverse and involves all aspects associated with the regulatory inspection and enforcement of oil and gas health and safety legislation in the Falkland Islands.</p> <p>Joining the Department of Mineral Resources (DMR) team, you'll provide expert input into the investigation and inspection of onshore and offshore oil and gas installations situated in Falkland Islands. The role involves the assessment and control of physical, chemical and biological health risks, and could include hazards such as hydrogen sulphide, crude oil, drilling muds, asbestos, noise and vibration.</p> <p>In an evolving and dynamic area for the Falkland Islands, you will also contribute to the development of industry guidance, standards and operational strategy.</p> <p>Capable of working under challenge and pressure, you will have the interpersonal skills needed to build robust relationships with internal and external stakeholders, and to influence organisational change to encourage, improve and enforce compliance with health and safety regulation.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                  |                  |                   |
| <b>Key Role Activities</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                  |                  |                   |
| <p>The post holder will be responsible for reviewing and assessing all submissions from a health and safety perspective for Offshore Petroleum projects. This will include the review of (but is not limited to):</p> <ul style="list-style-type: none"> <li>• Operator submissions of Safety Cases and Major Hazard Cases for suitability;</li> <li>• Operator submissions of material change and relocation notifications for suitability;</li> <li>• Operator submissions of HAZID/HAZOPs for suitability;</li> <li>• Operator submissions of Decommissioning Plans for suitability;</li> <li>• All other health and safety notifications associated with an operational Offshore Petroleum development.</li> </ul> <p>The post holder will also be required to:</p> <ul style="list-style-type: none"> <li>• Carry out inspections of on-shore and off-shore facilities and installations associated with the Offshore Petroleum industry to ensure compliance for health and safety including the identification of risks and regulatory non-compliances.</li> <li>• Undertake enforcement action as required for regulatory non-compliances;</li> <li>• Participate in an on-call incident response rota and liaise with relevant stakeholders for any emergency response marine operation or aviation incident (ERMA);</li> <li>• Prepare technical reports and if required, provide expert evidence and act in an expert witness capacity to any non-compliances or emergency response marine operation or aviation (ERMA) incident associated with the Offshore Petroleum industry;</li> </ul> |                                                  |                  |                   |

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| <b>Job Title:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Offshore Petroleum Health and Safety Inspector |
| <b>Key Role Activities continued</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                |
| <ul style="list-style-type: none"> <li>Where non-compliances or ERMA incidents have occurred, undertake root cause analysis to ensure that lessons are learned. This includes working collaboratively with relevant stakeholders to ensure any lesson learned are implemented as required;</li> <li>Provide technical and expert guidance to colleagues, industry representatives, and other stakeholders on health and safety matters;</li> <li>Contribute to industry safety improvements by providing expert advice for the shaping and development of regulatory policy and legislation, including contributing to the development of associated regulations and codes of practice;</li> <li>Contribute to the design and delivery of training programmes to ensure compliance against identified standards</li> <li>Represent DMR on industry working groups and maintain effective liaison with other Government departments and non-government organisations on health and safety issues;</li> <li>Deputise for the Health and Safety Manager as required;</li> </ul> <p><i>The job description is not an exclusive or exhaustive definition of your duties. You shall undertake such additional or other duties as may reasonably be required by FIG commensurate with your role and grade.</i></p> |                                                |
| <b>Additional Information</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                |
| <p>This post will require strict adherence to confidentiality rules and protection of privacy within existing legislation. Shareholding in oil companies with licence interests in the Falkland Islands is not permitted.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                                |

| Person Specification:                                                                                                                                                                                                                                |  | Offshore Petroleum Health and Safety Inspector |           |                   |
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| Criteria                                                                                                                                                                                                                                             |  | Essential                                      | Desirable | Assessment Method |
| <b>Knowledge, Skills &amp; Experience</b>                                                                                                                                                                                                            |  |                                                |           |                   |
| Minimum 5 years' experience of working in health and safety regulation of the offshore petroleum industry, or another industrial sector presenting major hazards, including reviewing and assessing Safety Cases and other operator H&S submissions. |  | ✓                                              |           | A/I               |
| Proficient in database, productivity and presentation software such as Microsoft Excel, Powerpoint, etc.                                                                                                                                             |  | ✓                                              |           | A/I/R             |
| Strong and efficient research skills and the ability to gather, sift and understand large amounts of information to identify key trends and issues                                                                                                   |  | ✓                                              |           | I/R               |
| Ability to effectively conduct stakeholder engagement and public consultations                                                                                                                                                                       |  | ✓                                              |           | I/R               |
| Excellent verbal and written communication – ability to express ideas and impart key messages clearly, concisely and effectively                                                                                                                     |  | ✓                                              |           | A/I               |
| Excellent organisation skills and ability to identify pragmatic solutions to complex problems.                                                                                                                                                       |  | ✓                                              |           | A/I/R             |
| Capacity to multi-task and prioritise workloads, including resolving conflicting priorities                                                                                                                                                          |  | ✓                                              |           | I/R               |
| Ability to see tasks through to a successful conclusion, meeting challenging deadlines whilst maintaining attention to detail                                                                                                                        |  | ✓                                              |           | A/I/R             |
| Demonstrated ability to work both in teams and independently, and to build effective working relationships                                                                                                                                           |  | ✓                                              |           | I/R               |
| Excellent interpersonal skills with the ability to advise and collaborate with individuals at all levels across government and with external stakeholders                                                                                            |  | ✓                                              |           | I/R               |
| Effective presentation skills and the ability to present complex concepts to a non-technical audience                                                                                                                                                |  | ✓                                              |           | A/I               |
| Experience in stakeholder management                                                                                                                                                                                                                 |  | ✓                                              |           | A/I               |
| Experience of working corporately in a complex multi-service organisation                                                                                                                                                                            |  | ✓                                              |           | A/I/R             |
| Ability to think creatively to develop solutions to identified problems                                                                                                                                                                              |  | ✓                                              |           | I/R               |
| Knowledge/experience of the Offshore Petroleum industry                                                                                                                                                                                              |  | ✓                                              |           | A/I               |
| Knowledge/experience of Falkland Islands Government structures and decision-making processes                                                                                                                                                         |  |                                                | ✓         | I                 |
| <b>Personal Attributes:</b>                                                                                                                                                                                                                          |  |                                                |           |                   |
| Align with FIG's Core Values – Diverse, Professional, Resilient & Resourceful                                                                                                                                                                        |  | ✓                                              |           | A/I/R             |
| Able to deal credibly with a range of stakeholders including senior civil servants, oil companies and their contractors, other leading members of the business community and the general public                                                      |  | ✓                                              |           | A/I/R             |
| Able to deal credibly and effectively manage external professional teams                                                                                                                                                                             |  | ✓                                              |           | A/I/R             |
| Confidence to intervene on unsafe acts and conditions                                                                                                                                                                                                |  | ✓                                              |           | A/I/R             |
| Highly motivated and able to work on own initiative                                                                                                                                                                                                  |  | ✓                                              |           | A/I/R             |
| Demonstrated commitment to high quality service delivery                                                                                                                                                                                             |  | ✓                                              |           | I/R               |
| Self-reliant and resilient with a practical and strategic approach to work                                                                                                                                                                           |  | ✓                                              |           | I/R               |
| Acceptance of responsibility and accountability                                                                                                                                                                                                      |  | ✓                                              |           | I/R               |
| Sound judgement when evaluating political, social and economic impacts                                                                                                                                                                               |  | ✓                                              |           | I/R               |
| Strong political sensitivity and awareness                                                                                                                                                                                                           |  | ✓                                              |           | I/R               |
| Awareness of sensitivity of information in a small community                                                                                                                                                                                         |  | ✓                                              |           | I                 |
| Adaptability to working in a small, remote community                                                                                                                                                                                                 |  | ✓                                              |           | I/R               |

| Person Specification:                                                                                                                                                                                                                        |  | Offshore Petroleum Health and Safety Inspector |           |                   |
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| Criteria                                                                                                                                                                                                                                     |  | Essential                                      | Desirable | Assessment Method |
| Qualifications & Training                                                                                                                                                                                                                    |  |                                                |           |                   |
| Bachelor's degree or equivalent in a relevant health safety, engineering or science discipline, or other evidence of suitable training and job experience or Master Mariner STCW 11/2 (preferably unrestricted but will consider restricted) |  | ✓                                              |           | A                 |
| Professional Membership of an appropriate institute associated with Health Safety, Engineering or Science                                                                                                                                    |  | ✓                                              |           | A                 |
| OPITO Basic Offshore Survival Induction and Emergency Training (BOSIET) with Compressed air emergency breathing system (CA-EBS) or equivalent with additional OPITO Minimum Industry Training Standard (MIST)                                |  | ✓                                              |           | A                 |
| Possess a valid driving licence                                                                                                                                                                                                              |  | ✓                                              |           | A                 |
| <b>NB Equivalent combinations of educational qualifications and experience may be considered</b>                                                                                                                                             |  |                                                |           |                   |
| <b>Note to Applicants:</b> Please ensure that you demonstrate your ability to meet the requirements of the job in your application form by giving clear, concise examples of how you meet each criterion.                                    |  |                                                |           |                   |

**Method of assessment:** A - Application Form      I - Selection Interview      R – Reference      O - Other