

## Health and Safety Officer

Pafilia Property Developers Ltd, one of Cyprus leading and most respected property developers, is dedicated to bringing to the market world class residential properties. As we continue to build an even stronger foundation, we seek employees who can make a difference in our future and in the future of property in Cyprus.

Pafilia Property Developers Ltd is seeking to recruit a Health and Safety Officer. The successful candidate will act as the full-time internal Health and Safety Officer of Pafilia Group and be responsible for all health and safety matters.

**Location:** Paphos/Limassol

**Reporting Structure:** Reporting to the Project Managers

### Responsibilities:

- Carry out risk assessments and consider how risks could be reduced
- Outline safe operational procedures which identify and take into account all relevant hazards
- Carry out regular site inspections to check policies and procedures are being properly implemented
- Ensure working practices are safe and comply with legislation
- Lead in-house training with managers and employees about health and safety issues and risks
- Keep records of inspection findings and produce reports that suggest improvements
- Record incidents and accidents and produce statistics for managers
- Act as the full-time internal Health and Safety Officer of Pafilia Group and be responsible for all health and safety matters
- Control and management of any matters relating to the safety and health of employees at the premises and Construction sites of the Company
- Carry out regular inspections and make recommendations and take all necessary actions
- Organize and contact educational or informative courses on occupational safety and health issues
- Prepare the health and safety plans for all company's projects
- Possessing sufficient knowledge and experience (Continuous education on Safety and Health at Work, ensured through information on developments in technology and latest legislation)

### Necessary Requirements:

- University degree in Civil Engineering, Mechanical Engineering or any other related field of studies

- Accredited Member of ETEK
- 3-5 years of work experience in a similar position
- Qualified or partly qualified Health and Safety Officer as per Labour Office Inspection regulations
- Work experience in construction industry is a must
- Fluency in Greek and English language both in oral and written
- Excellent computer skills, MS Office, Internet and Outlook Express
- Organizational skills and the ability to multitask
- To act with professionalism and integrity

**High Performance Attributes:**

We offer an attractive remuneration and benefits package commensurate with knowledge and experience. This is an outstanding opportunity for a Health and Safety Officer to join a high-growth, mission driven- organization.

**Contact:**

To apply please contact Human Resources:

**e:** [careers@pafilia.com](mailto:careers@pafilia.com)