



We are looking for a **Transport & Security Officer – Operations**

We are a leading international company
with headquarters in Geneva,
Switzerland. Our reputation for
excellence as a creator and manufacturer
of specialties, flavor and perfumery
products is recognized worldwide.

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inspiring!

MISSION

The job ensures the compliance with both regulations and HSSE, and has thorough knowledge of dangerous goods.

MAIN TASKS

Dangerous Goods SA (DGSA):

- Ensure the function as requested by the regulations: provide advice on operations relating to dangerous goods, prepare accident reports, monitor the activities relating to dangerous goods, ensure all involved people are fully trained, check the conformity of the vehicles;
- Prepare the official annual report and coordinate with Global DG Legal compliance Department;
- SAP DG Superuser: act as a local front line when an End User has questions or encounters problems, carry out preliminary coaching and root cause analysis to support end-user's requests;

Compliance:

- Facilitate the relationships and the operations with stakeholders such as: Customs, Chamber of commerce, Health Ministry;
- Act as the local contact for Legal & Compliance matters related to Shipping activities;
- Participate to audits and drive the actions for continuous improvement;

QHSE – Prevention Advisor:

- Carry out the legal responsibility as Prevention Advisor and ensure compliance with HSSE legislation, standards, internal policies, permits, etc, including:
 1. Review/modify the risks analysis's of each working area's for which he/she is responsible
 2. Participate to environmental risk analysis's, to surveys following incidents in the workplace, and to internal & external audits relating to HSE
 3. Realize observation environmental tours
 4. Register non safety and environmental non conformities in IMS
 5. Organize and participate to safety walks
 6. Participate to and help the Implementation of HSE action plans
 7. Act as an internal certified auditor for ISO14001 and OHSAS 18001
 8. Respect and promote the security rules, health, environment in place on the plant
 9. Welcome new employees and provide their HSE training
 10. Organize trainings such as first aid, fire-fighting,...
 11. Organize the monthly and ad hoc medical check-ups

PROFILE

French and English are required (verbal and written);
DGSA certification;
Prevention advisor certification level 2 (CP2);
5 years experience in transport/ dangerous goods/ security;
Knowledge in SAP;
Good communication and analytical skills, rigorous, and stress resistant;
Good sense of anticipation and responsibility;
Ability to write reports/documents;

Please apply on Firweb – Horizon



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