

# COMPLIANCE AND SAFETY OFFICER

ALSO KNOWN AS: HEALTH AND SAFETY MANAGER EHS (ENVIRONMENT, HEALTH, AND SAFETY) COORDINATOR

OCCUPATIONAL SAFETY SPECIALIST REGULATORY COMPLIANCE MANAGER INDUSTRIAL SAFETY OFFICER

## SAFEGUARD THE WORKFORCE AND UPHOLD INDUSTRY STANDARDS.

As a Compliance and Safety Officer in manufacturing, you'll be the guardian of workplace well-being, ensuring operations adhere to regulations while fostering a culture of safety. This role blends regulatory expertise with proactive risk management to protect both people and productivity.

### KEY SKILLS

Skills which may benefit anyone considering a job as a compliance and safety officer include:

- ☑ Communication
- ☑ Problem solving
- ☑ Risk management
- ☑ Data analysis
- ☑ Regulatory knowledge

### CAREER PROGRESSION

In this role, you may have the opportunity to progress to other positions. Career progression opportunities include:

- Business Manager
- Human Resource Manager
- Team Leader
- Operations Manager

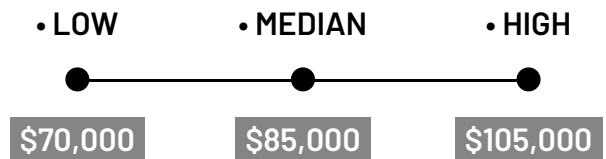
### VALUES & ATTRIBUTES

Values and attributes of anyone considering a job as a compliance and safety officer include:

- ☑ Integrity
- ☑ Proactive
- ☑ Continuous learning
- ☑ Vigilant
- ☑ Empathy
- ☑ Enterprising – "Persuader"

### SALARY EXPECTATION

The expected salary for a Compliance and Safety Officer can vary across different areas of manufacturing and may vary as you become more experienced.



### RELATED INDUSTRIES

- ▶ Aerospace and Defence ▶ Chemicals, Hydrocarbons and Refining ▶ Food and Beverage ▶ Furniture and Other Products
- ▶ General Manufacturing and Engineering ▶ Meat and Seafood Processing ▶ Pharmaceutical and Medical Technology
- ▶ Polymers, Plastic and Rubber ▶ Printing and Graphic arts ▶ Pulp, Paper and Packaging ▶ Renewables ▶ Textiles, Clothing and Footwear
- ▶ Timber and Wood ▶ Transport Equipment and Machinery

### RECOMMENDED SCHOOL SUBJECTS

- Business • Business studies • Design • Digital Solutions • Information and Communication Technology • Mathematical Methods

### CORE SCHOOL SUBJECTS

- General Mathematics • Essential English

## JOB OVERVIEW

Compliance and Safety Officers in manufacturing play a crucial role in maintaining a safe work environment and ensuring adherence to regulatory standards. They are responsible for developing, implementing, and overseeing safety policies and procedures that comply with local, state, and federal regulations. Their work is essential in minimising workplace accidents, promoting employee well-being, and maintaining the company's legal and ethical standing.

These professionals utilise a range of tools and methodologies, from risk assessment techniques to safety management systems. They need a combination of technical knowledge, interpersonal skills, and a deep understanding of regulatory frameworks. A typical day might involve conducting safety inspections, leading safety training sessions, investigating incidents, updating compliance documentation, and collaborating with various departments to implement safety improvements.

Compliance and Safety Officers often work across different areas of manufacturing facilities, adapting their approach to specific industry hazards and regulations. They play a key role in creating a safety-first culture, liaising with regulatory bodies, and contributing to the overall efficiency of operations by reducing incidents and associated costs. Their expertise is crucial in balancing productivity goals with stringent safety and compliance requirements.

## WHAT WILL YOU DO?

Your role may include duties as follows:

1. Develop and implement comprehensive safety policies and procedures
2. Conduct regular safety audits and risk assessments
3. Provide safety training and education to employees at all levels
4. Investigate workplace incidents and implement corrective actions
5. Ensure compliance with occupational health and safety regulations

## HOW TO BECOME A COMPLIANCE AND SAFETY OFFICER

Becoming a Compliance and Safety Officer in manufacturing typically requires a combination of education and experience. Here are steps to pursue this career:

1. Obtain a bachelor's degree in occupational health and safety, environmental science, or a related field
2. Gain experience in manufacturing or industrial settings
3. Research employers in the industry, and apply for positions
4. Develop a thorough understanding of industry-specific regulations and standards
5. Pursue ongoing professional development to stay current with evolving regulations and best practices

## VOCATIONAL EDUCATION & TRAINING

While a university degree is often preferred, vocational education can provide a solid foundation for this role. Relevant VET qualifications include:

- Certificate III in Work Health and Safety (BSB30719)
- Certificate IV in Work Health and Safety (BSB41419)
- Diploma of Work Health and Safety (BSB51319)
- Advanced Diploma of Work Health and Safety (BSB60619)
- Diploma of Quality Auditing (BSB50920)

## UNIVERSITY & HIGHER EDUCATION

A university degree is highly beneficial for Compliance and Safety Officer roles in manufacturing. Relevant bachelor's degrees include Occupational Health and Safety, Environmental Health, or Engineering with a focus on safety. Some universities offer specialised programs in workplace health and safety or risk management.

These programs typically cover advanced topics such as safety management systems, environmental regulations, risk assessment methodologies, and incident investigation techniques. Graduates develop critical thinking and analytical skills crucial for identifying and mitigating workplace hazards. Some universities also offer postgraduate courses that can further specialise knowledge in areas such as ergonomics, industrial hygiene, or safety leadership, enhancing career prospects in specific industries or more senior roles.