

POSITION DESCRIPTION

POSITION TITLE	Risk &	Safety Advisor - Supply Chain	ı			
FUNCTION	People 8	k Culture	DEPARTMENT	Safety		
REPORTS TO	Head of	Risk, Safety and Wellbeing	KEY STAKEHOLDERS	Internal: People & Cultu Supply Chain, Myer site Management, Myer tea External: WHS Regulato Contractors	s, Facilities Im members	
DIRECT REPORTS	Include	e role title(s) and number of direct reports				
POSITION PURPOSE	newly do protocol This pos ensuring	e Supply Chain Risk & Safety Advisor is responsible for building, implementing, and operating the safety program for the wly developed NDC site, ensuring compliance with health and safety legislation and implementing best practice safety procols across the site operations. Is position also provides safety leadership and support across all Supply Chain sites, managing workplace safety risk, suring implementation of the safety management system and monitoring compliance. A key focus of the role is aching, mentoring and development of safety capabilities across our entire supply chain.				
KEY RESPONSIBILITIES	Safi 2. Pro env 3. Cor 4. Dev 5. Ma and 6. Dev 7. Rep 8. Liai 9. Kee	Developing, implementing and maintaining health and safety procedures for the site in accordance with the Myer Safety Management System and compliant with self-insurance license obligations Providing guidance, advice, and support to operational managers and team members to ensure a safe working environment Conducting regular safety audits, inspections, and risk assessments to identify and mitigate potential hazards Developing and delivering safety training and awareness programs to improve safety culture and reduce incidents Manage response and reporting procedures concerning significant hazards, injuries and incidents to ensure accurate and timely response and reporting Developing and implementing emergency response plans Reporting to Head of Risk, Safety and Wellbeing on safety performance and trends Liaising with external regulators, auditors, and stakeholders on safety matters Keeping up to date with changes in safety legislation and best practices, and recommending improvements to safety policies and procedures				
ROLE SPECIFIC SKILLS & EXPERIENCE	 Tertiary qualifications in Workplace Health and Safety, min. Dip WHS At least 3 years of experience in a similar health and safety role, Strong knowledge of safety regulations and compliance standards within the warehouse and logistics industries Knowledge of state WHS legislation and regulations Experience in conducting risk assessments and incident investigations Strong communication, interpersonal, and influencing skills Ability to work collaboratively with stakeholders at all levels Demonstrated ability to develop and implement and site safety procedures, and training programs Experience in emergency response planning Proven change and project management skills. Experience in Safety Auditing, with experience conducting audits desirable Familiar with automation technologies - desirable 					
KEY METRICS	 Safety Leader board Maintenance of Self-Insurance Licence Regulator and Compliance Audit Results Hours Lost Delivery of aligned Risk & Safety projects Improvement Notices/Prosecutions 					
CAPABILITIES	5					
Accountability & Results Focus		Plans effectively and takes account expectations in the right way at the	· ·	sults. Delivers on	Intermediate	
Change Agility & Resilience		Maintains composure and focus under pressure and quickly adapts to change		Intermediate		
Leadership		Provides direction and purpose, and empowers, motivates and inspires others to achieve their potential Intermediate			Intermediate	
Customer Centricity		Has the customer at the forefront of every decision and action Intermediate			Intermediate	
Communicating with Influence		Engages and inspires others through clear and persuasive communication Intermediate				
Collaboration		Builds and maintains positive relationships to drive results that delight the customer Intermediate			Intermediate	
Entrepreneurial Thinking		Actively seeks out ways to take advantage of emerging opportunities			Intermediate	

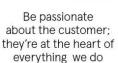
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PERSONAL CHARACTERISTICS The specific personal characteristics and qualities needed to be successful in the role People Focused Pragmatic **Action Orientated** Team player **Passionate** Open Engaging Approachable Strategic thinker **SAFETY AND COMPLIANCE AT MYER** Operational Leaders Actively manage safety issues to ensure timely corrective action is taken **SAFETY LEADERSHIP** Develop, implement and monitor health & safety plans to improve safety performance **COMMITMENTS** Ensure effective implementation and review of the safety system and the Myer Risk & Safety Strategy and systems as required All Myer Pty Ltd and Warehouse Solutions Pty Ltd team members are responsible for: Clearly understanding and complying with their safety related responsibilities as defined in the "SAFETY AT MYER - Shared Responsibilities Statement" located in the online induction program, Team Member **SAFETY COMMITMENTS** Handbook and the Safety intranet site. Ensuring personal (and wider team - fully briefed & coached) compliance with internal company policies, procedures and codes (e.g. Code of Conduct), and all applicable external laws, regulations, standards and industry codes (e.g. fair trading laws) OUR VALUES DRIVE OUR BEHAVIOUR







OWN OUR

Be fearless, find new ways, adapt to deliver the right results



DO WHAT'S RIGHT

Execute with integrity, be accountable & make a difference



ONE INCLUSIVE TEAM

Care as a family, work as a team

APPROVAL							
APPROVED BY	Head of Risk, Safety & Wellbeing	REVIEW DATE	12-NOVEMBER-2024				

The requirements and responsibilities contained in this position description do not create a contract of employment and are not meant to be all-inclusive. They may be changed during employment on an as-needed basis.

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