

## Occupational Health Advisor

**Contract type:** Permanent

**Working hours:** Full-time

**Location:** Whilst your base office will be either Doxford, Hove, or Sidcup, we'll support you to work flexibly from home (providing a suite of IT equipment), whilst coming together on site to offer face to face support and collaboration. This role requires 3 days a week in the office and two days a week working from home.

**Closing date:** Tuesday 17th January

**Salary:** Starting from £40,000 depending on experience plus excellent benefits

**Join EDF as an Occupational Health Advisor where you will be providing a comprehensive Occupational Health service that is appropriate and accessible to all members of staff in compliance with statutory obligations and ethical standards and company standards and practice.**

You will be providing advice and guidance to line managers on all aspects of Occupational Health to assist leaders to manage their staff in the most effective manner, as well as to staff on work related health issues.

We are looking for three Occupational Health Advisors to join the team, with one Advisor to be based at each of our three sites, Doxford, Hove or Sidcup. The Doxford and Hove roles predominantly provide OH support and guidance to call centre staff, with the Sidcup role to our Field based employees. One of the Advisors, will be responsible for providing OH services to Energy Renewables part of the time and will be responsible for the line management of a technician. We will therefore be looking for demonstrable experience within team leadership and management. You will also be required to travel nationwide, on a regular basis. This position would ideally be based at Doxford and must be OH qualified.

### **The opportunity...**

As an Occupational Health Advisor, you will play a key role in providing guidance, support and advice on effective implementation of the Occupational Health strategies, policies and procedures.

Providing comprehensive advice and guidance to line managers on statutory legislation affecting Occupational Health and on sickness absence and rehabilitation issues. Working closely with HR and the line manager to ensure successful rehabilitation case management of individuals including adjustments / restrictions of duties. Effective case management and communication skills are required for these roles.

Work with responsible persons to ensure First Aid training and standards are appropriate and adequate. Establish close working relationships with GP's, Hospitals, Industrial Safety, HR, emergency teams and management teams.

Assessment through health screening and statutory health surveillance ensuring that employees are fit for work, whilst supporting and promoting mental wellbeing. Implementing, maintaining and complying with service quality systems, procedures and standards through corporate and clinical governance.

### **What we're looking for...**

To be successful in this role, you will be a qualified Registered Nurse - Adult (RN), preferably with a post graduate qualification in Occupational Health and on Part 3 of the Register, or be prepared to undertake the Occupational Health qualification within 18 months of commencement of post. A small amount of pre-arranged travel may be required to attend Meetings / Training.

You will have working knowledge of Occupational Health preferably in a corporate and or industrial environment, as well as demonstrable experience with people management and budget control. You will also require comprehensive understanding and application of medical confidentiality, ethics and accountability, including:

- Clinical skills: case management, functional assessments, audiometry, vision screening, and health promotion.
- FREC 3 and or BSL
- Display Screen Equipment Assessor
- Mental Health awareness skills
- Drugs and Alcohol testing competency (training will be given)
- NEBOSH certificate or diploma, or managing health and safety course
- IT skills, including use of medical databases, and Windows Office suite
- First Line management / Team Leader skills (if you are applying for the role requiring this)

For more information about this role, please contact [Steph.Bonner@edfenergy.com](mailto:Steph.Bonner@edfenergy.com)

### **Our culture...**

Josie Kane, Occupational Health Advisor, says “Working for EDF for the last four years I have experienced many benefits of working as part of a large in-house Occupational Health Team. I really feel that we are able to make a difference for the employees within the company and there is a great sense of belonging on the site that I cover. As an employee I feel that there are many benefits of working here, including aspects such as regular peer group updates and training opportunities. Being part of a wider group of OH professionals means that there is always someone to ask if you have a question or come across something new and I have always felt supported by my colleagues and the management team.”

At EDF, everyone’s welcome. We strive to create an inclusive and diverse environment where everyone has a voice and where you feel confident being yourself. We’re committed to equality, diversity, and inclusion. We’d like our future workforce to have an equal gender balance, represent a broad mix of people from minority ethnic backgrounds, LGBTQ+, those with a disability and supporting social mobility.

We’re an equal opportunity and disability confident employer. If you feel comfortable sharing with us that you have a disability, you meet the minimum criteria for the role, we will guarantee you an interview.

We’ll value the difference you bring and give you opportunities to thrive and succeed and to feel you belong.

## **Our benefits...**

- 5% bonus
- 25 days annual leave plus bank holidays (increasing with service up to a maximum of 30 days)
- Option to purchase additional annual leave
- A defined contribution pension scheme
- Retail discounts and cashback deals
- Health screening
- Healthcare cash plan
- Dental insurance
- Critical illness insurance
- Cycle to work scheme
- Government tax-free childcare
- Will writing
- Personal accident insurance
- Travel insurance
- Car breakdown cover
- Gym membership
- Dining card
- Payroll giving
- Technology benefits

**Join us and together we can help Britain achieve Net Zero.**