

# HSE Facilities Maintenances Specialist

Job ID

383281BR

May 22, 2024

USA

## Summary

You will lead, refine, and oversee effective HSE site facility safety program and provide direction to any dedicated HSE associates in line with local, regional, and global expectations.

You will develop and improve and facilitate contractor safety programs for the Cambridge site. You will develop the framework for the management of potential risks to human health and/or the environment resulting from activities involving facility maintenance operations.

## About the Role

### Key responsibilities:

#### Facility Health & Safety Programs:

- **Facilitate safety compliance programs such as confined space entry, lockout/tag out, hot work and fall protection, electrical safety and job hazard analysis programs that are appropriate in consideration of the site's complexity, population, regulatory burden/environment, criticality and location.**
- **In collaboration with project managers, leads commissioning safety programs associated with design and construction management activities at the site. This may involve daily management of contract resources.**
- **Develops and leads implementation of safety critical preventative maintenance and inspection programs.**
- **Builds, implements, and provides long term management to facility self-inspection programs.**

## **Project / Contractor Safety:**

- **Develops and maintains site contractor safety program, including pre-qualification and training processes.**
- **Conducts HSE management for capital project reviews, including new facility assessments and decommissioning activities.**
- **Participation hazardous operations safety assessments for facility and scientific operations.**

## **Fire/Life Safety**

- **Provides technical expertise and oversight for facility fire protection systems and code compliance programs, including management of consultants.**
- **Leads Collaborate with FM Global and provides management of recommendation & implementation action plans.**

## **Role Requirements:**

### **Experience :-**

- **1-3 years of relevant HSE program experience, preferably with knowledge and experience with facilities-based safety programs and contractor safety programs**
- **A solid understanding of pharma industry and the nuances of pharma HSE issues is a plus.**
- **Highly motivated self-starter with a proven track record to assume accountability & responsibility, take ownership for their work, and intelligently challenge the status quo.**
- **Competency in analytical and problem-solving skills.**
- **Strong leadership, influencing and communication skills.**

**The pay range for this position at commencement of employment is expected to be between \$92,800 and \$139,200 per year; however, while salary ranges are effective from 1/1/22 through 12/31/22, fluctuations in the job market may necessitate adjustments to pay ranges during this period. Further, final pay determinations will depend on various factors, including, but not limited to geographical location, experience level, knowledge, skills and abilities. The total compensation package for this position may also include other elements, including a sign-on bonus, restricted stock units, and discretionary awards in addition to a full range of medical, financial, and/or other benefits (including 401(k) eligibility and various paid time off benefits, such as vacation, sick time, and parental leave), dependent on the position offered. Details of participation in these benefit plans will be provided if an employee receives an offer of employment. If hired, employee will be in an “at-will position” and the Company reserves the right to modify base salary (as well as any other discretionary payment or compensation program) at any time, including for reasons related to individual performance, Company or individual department/team performance, and market factors.**

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Division

Operations

Business Unit

CTS

Location

USA

State

Massachusetts

Site

Cambridge (USA)

Company / Legal Entity

U061 (FCRS = US002) Novartis Services, Inc.

Functional Area

Facilities & Administration

Job Type

Full time

Employment Type

Regular

Shift Work

No

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