

JOIN OUR TEAM!

## QHSSE COORDINATOR

### **The role**

As QHSSE Coordinator you are responsible for SEA-KIT's Quality, Health, Safety, Security and Environment (QHSSE) guidelines and for ensuring that the company is in compliance with published policies, supporting standards and legislative framework.

You coordinate and lead the QHSSE assurance activities for SEA-KIT, ensuring high standards are achieved and maintained across the company and its activities, and specifically the build/fit-out of its uncrewed surface vessels (USVs).

Lead investigations into HSE incidents and near misses and coordinate the actions and responses arising from these.

Provide day-to-day QHSSE advice and active assistance by ensuring that good standards and practices are identified, developed, implemented and adhered to across SEA-KIT's design, build, testing and commissioning operations.

Define, lead and oversee all Quality processes in SEA-KIT's design, build and testing of its products. Perform quality checks and instigate problem solving to investigate and resolve any issues identified.

Review non-conformances identified during the build/fit-out and testing of SEA-KIT's USVs to improve the quality of the vessel design and build.

Lead the company's ISO 9001 annual recertification, and oversee external reviews and audits to maintain certification. Lead the implementation of required management systems and processes required for additional ISO certifications.

SEA-KIT's head office and manufacturing yard is based in Tollesbury, Essex. The role involves some travel within the UK and potentially to international locations.

### **Responsibilities**

- Generate and cultivate a strong culture of HSE awareness.
- Management, implementation, maintenance and continuous improvement of the company's management system.
- Ensure adherence to relevant procedures.
- Lead investigations into HSE incidents and near misses.
- Review all Hazard Observation Cards (HOCs) submitted.
- Coordinate and close out actions arising from incidents, near misses and HOCs.
- Generate and cultivate a culture of high quality workmanship and rigorous testing standards.

- Ensure adherence by SEA-KIT staff and contracted third parties to relevant procedures.
- Ensure QA/QC processes are in place and followed by all relevant staff.
- Monitor and update the company on updates or changes to legal or regulatory requirements.
- Oversee updates to and reviews of the company's Quality and HSE processes and procedures.
- Review all non-conformances and ensure follow-up actions are implemented and closed out.
- Provide management updates at monthly HSE meetings and monthly/quarterly management team meetings, including reports for senior management as required.

### **Who we're looking for**

You hold a bachelor's degree (preferred).

You have a track record in Quality and HSE systems and assurance, with relevant QHSSSE experience in a manufacturing and/or project environment.

Experience in the implementation and maintenance of a Quality Management System/ ISO certification is essential.

You are well organised, with good analytical and critical thinking skills, and excellent verbal and written communication skills.

You are flexible and will be available for weekend or out of hours work, and willing and able to travel as required.

### **What we offer**

SEA-KIT provides a positive and dynamic work environment. You will gain immersive experience, where you will be at the forefront of cutting-edge technology, with opportunities to stretch and develop yourself whilst contributing to the emerging market of carbon-reducing uncrewed surface vessels.

### **How to apply**

For more information, visit our Careers page at: [www.sea-kit.com/careers](http://www.sea-kit.com/careers)

To apply, please send a full CV to: [careers@sea-kit.com](mailto:careers@sea-kit.com).