

Berkeley Energy Commercial & Industrial Solutions (“BECIS”) is a Singapore-based company focused on providing commercial & industrial customers with distributed renewable energy generation solutions and services globally. The business is currently active in four markets in Asia and Africa and expansion to other markets underway. BECIS has substantial assets already in operations, under construction and late stages development as well as significant capital available to grow the business.

We are now seeking a HSE Coordinator for the BECIS Solar PV business. The position reports to HSSE Manager.

## Responsibilities

### Job Description

The position holder will be responsible for HSE Coordinator of Project Division. This position reports to BECIS HSSE Manager.

The HSE Coordinator is responsible for developing, maintaining, and implementing Company Health, Safety and Environment (HSE) Management System during project execution phase. The HSE Coordinator will be fully responsible for implementing safe systems of work and safe behavioral practices at all levels of the organization.

HSE Coordinator will maintain level during project execution. He / She will also lead the contractor’s safety officer to achieve BECIS Key Performance Indicators (KPIs) and, also to ensure project quality executions are well implemented and meeting customer requirements and company target.

### Key Responsibilities

1. Inspects the site to ensure it is a hazard-free environment.
2. Conducts toolbox meetings
3. Conduct safety induction meeting to all contractor during pre-construction
4. Is part of the project safety council and leads all efforts to enhance safety.
5. Reviews and approves all contractor’s safety plans.
6. Verifies that injury logs and reports are completed and submitted to related government agencies.
7. Verifies that all tools and equipment are adequate and safe for use.
8. Promotes safe practices at the job site.
9. Enforces safety guidelines.
10. Trains and carries out drills and exercises on how to manage emergency situations.
11. Conducts investigations of all accidents and near-misses.
12. Reports to concerned authorities as requested or mandated by regulations.
13. Conducts job hazard analyses.
14. Establishes safety standards and policies as needed.
15. Performs emergency response drills.
16. Watches out for the safety of all workers and works to protect them from entering hazardous situations.
17. Responds to employees’ safety concerns.
18. Coordinates registration and removal of hazardous waste.
19. Serves as the link between state and local agencies and contractors.
20. Receives reports from and responds to orders issued by Department of Manpower inspectors.
21. Arranges for OSHA mandated testing and/or evaluations of the workplace by external agencies/consultants.
22. Fully implemented and monitor of CoVid -19 protocol
23. Able to manage multiple Solar PV project site

## Key skills/competencies/experience

- Minimum has 5 (five) year experiences in a Production Engineering environment and in a Quality/ Inspection role
- Previous equivalent experience with power plant/boiler operation
- Having knowledge of equipment mechanical, electrical, instrumentation and automation maintenance
- Demonstrable familiarity and track record of power plant/ boiler processes
- Must be familiar with common industrial codes / standards (PED, NB, ASME, EN, BS, ASTM, JIS, API, AWS, IBR, SNI, etc)
- Must be able to show a good practical use of measuring equipment and measuring techniques
- Capable of making independent decisions; whilst being appreciative of department managers and existing protocols in a Production Engineering environment and in an inspection role

## Qualifications

- Relevant mechanical/electrical university degree as minimum (D3/D4/S1)
- Candidates must be computer literate (Ms. Office, Autocad, etc)
- Native speaker of Bahasa Indonesia. Advanced level of English, both written and spoken
- Ability to work in a team
- Excellent team working and adaptability
- Knowledge of Health & Safety requirements
- Attention to detail and result oriented
- Ability to prioritize workload
- Flexible and trustworthy.
- Experience working on Solar PV project for both construction and O&M