



## Quality, Safety, Health and Environment (QSHE) Co-ordinator Competitive Salary + Benefits

**Newbury Racecourse** is an award-winning sporting venue with a multi-functional site playing host to more than 30 racedays a year plus a wide range of other events including concerts, weddings and exhibitions. We are also home to a 36-bedroom hotel, The Lodge and a leading children's nursery, Rocking Horse Nursery.

We are currently seeking a **Quality, Safety, Health and Environment (QSHE) Co-ordinator** to join our Operations Team. This is a new role responsible for the development and implementation of Newbury Racecourse's Health & Safety culture and our QSHE management systems. This is a great opportunity for an ambitious QSHE practitioner to assist in raising the profile of Newbury Racecourse as a leading provider of safe and sustainable venue.

Reporting to the Operations and Guest Experience Director, responsibilities will include:

- Co-ordinating the QSHE function for both raceday and non-raceday activity, continuously improving QSHE standards.
- Administration and development of all QSHE management systems, policies and procedures.
- Maintenance of the company's legal and compliance registers, ensuring event compliance with all statutory requirements including health and safety, environmental, accessibility and licensing.
- Implementation of the QSHE audit programme.
- Being the point of contact for all internal and external risk assessments.
- Responding to any health, safety and environmental incidents including identifying trends, carrying out investigations and risk assessments where necessary.
- Further developing and refining our sustainability initiatives throughout the entire business.
- Conducting regular meetings and carrying out ad-hoc inspections with sub-contractors.

You will be able to demonstrate:

- Previous experience in a similar role
- A detailed understanding of Health and Safety management and QSHE standards supported by appropriate qualifications, such as an IOSH qualification
- Strong administration skills, excellent working knowledge of Microsoft Office (Outlook, Excel, Word and preferably Teams)
- Outstanding organisational, customer service and communication skills, with a natural ability to work under pressure and to tight deadlines
- The importance of working collaboratively as part of a team, alongside being self-motivated and able to exercise sound judgement and the confidence to work unsupervised.

In return we offer a competitive salary and attractive benefits scheme including;

- 25 days holiday per year + Bank Holidays + days in lieu for weekend racedays worked
- Free annual membership to the Racecourse
- Reduced rate childcare at the Rocking Horse Nursery on-site
- Contributory pension scheme matched up to 5%
- Life assurance scheme
- Discounted Health Club membership
- Opportunities for training and career growth

**To apply** please email your CV and covering letter including current remuneration details to Hugh Nickerson at Conundrum [search@conundrum.co.uk](mailto:search@conundrum.co.uk)

*All direct and third party responses will be forwarded to Conundrum.*