

## Job Description: Assistant Manager (Environment, Health and Safety)

<b>Job Title: Assistant Manager (Environment, Health and Safety)</b>
<b>Objective of Role:</b> To assist in the implementation of smart city components through responsible Project Execution Strategy, Operations and Integrated Resource Management by implementing citywide Environment Management Plan
<b>Reporting to:</b> General Manager (Land & Municipal services) <b>Location:</b> Gandhinagar
<b>Qualifications:</b> <ol style="list-style-type: none"><li>1. Candidate from Indian nationality only.</li><li>2. The candidate should be a Post-Graduate in Environmental Planning/ Environmental Engineering/ Environmental Science or Post-Graduate/ Post-Graduate Diploma in Industrial Safety</li><li>3. Candidate shall be below 35 years of age</li></ol>
<b>Experience:</b> <ul style="list-style-type: none"><li>• Minimum of 4 years of working experience post qualification in above mentioned degrees</li><li>• Have knowledge of Environmental Acts and Policies</li><li>• Experience of handling Construction project as Safety expert</li><li>• Diploma/certificate in Occupational Health and Safety/Occupational Hygiene/ equivalent</li><li>• Experience of carrying out Environment Impact Assessment and Social Impact Assessment, Environment Audits and Environment Clearance</li><li>• Have experience of obtaining requisite approvals/ clearances from SPCB/CPCB/DoEF/MoEF and other competent authorities under the provisions of Environmental Acts and Policies</li><li>• Experience of preparation and implementation of Environment Management Plan</li></ul>

Role Description
<b>Responsibilities</b> <ul style="list-style-type: none"><li>• Perform work planning, designing, constructing, modifying or improving and maintaining facilities either by in-house or contractual effort; regulate and enforce environmental engineering policies, programs or activities by establishing standards, promoting improvements, evaluating compliance and, if necessary, directing action to secure satisfactory environmental results.</li><li>• Preparation of the technical aspects of contractual documents, framing the engineering and technical terms of references and conducting bid process for the selection of consultants and/or contractors.</li><li>• To oversee timely compliance of environmental audits.</li><li>• Provide environmental guidelines and assistance in training as necessary to ensure compliance with regulatory requirements.</li><li>• To perform investigate, measure and evaluate environmental conditions and carrying out relevant research, development, planning, design, advisory and related engineering activities.</li><li>• Apart from the above to assist Sr. Manager (Environmental Services) in all related works.</li></ul>