<center>**JD – Safety Manager**</center>

Position Title: Safety Manager
Reports To: Chief Project Manager

Role Overview
The Safety Manager ensures that all project activities comply with company safety policies, statutory regulations, and international standards. The role involves planning, implementing, and enforcing safety protocols, conducting audits, training teams, and fostering a safety-first culture at site.

About IITM Research Park

IIT Madras Research Park (IITMRP) a Section 8 not-for-profit company, is India's first University-based Research Park. Spread over 11.2 acres with 1.2 million sq. ft. of workspace, IITMRP is home to 250+ research-focused companies & labs, 450+ start-ups and 15 centres of excellence. IITMRP is recognized as a Scientific and Industrial Research Organization (SIRO) by the Department of Scientific and Industrial Research (DSIR), Government of India. Envisioned as an ecosystem for "bringing unlike minds together," IITMRP unites industry, academia, and startups to create strategic collaborative opportunities — enabling research to large-scale commercialization, fostering innovation through startups, and nurturing talent. As part of it growth initiatives, IITMRP intends to build an additional 12 Lakh Sq. Ft built-up area adjoining the current buildings called the Phase III Construction Project.

Key Responsibilities
1. Safety Planning & Compliance
- Develop and maintain site-specific HSE plans, risk assessments, and method statements.
- Ensure compliance with government safety regulations, codes, and industry best practices.
- Review contractor safety plans and ensure alignment with project requirements.

2. Site Safety Monitoring
- Conduct daily/weekly site safety inspections and audits.
- Identify unsafe acts and conditions and enforce corrective actions.
- Monitor critical activities: work-at-height, hot work, electrical safety, cranes & lifting, excavations, confined spaces.

3. Safety Training & Awareness
- Conduct toolbox talks, induction training, and specialized safety sessions.
- Promote safety culture through campaigns, safety week, and reward programs.
- Educate workers and supervisors on hazard identification and safe work practices.

4. Incident Reporting & Investigation
- Lead incident/accident investigations and prepare detailed reports.
- Identify root causes and develop corrective/preventive action plans (CAPA).
- Maintain incident registers and report metrics to management.

5. Documentation & Governance
- Maintain safety logs, permit-to-work systems, and statutory compliance records.
- Track leading and lagging safety indicators (TRIR, LTI, near-misses).
- Support audits by external agencies or client representatives.

6. Coordination
- Collaborate with project managers, contractors, and consultants to enforce safety protocols.
- Participate in safety committee meetings and review project risk registers.

Skills & Qualifications
- Diploma/Degree in Engineering + Diploma in Industrial Safety (mandatory).
- 8–10 years of experience in construction/EPC/industrial projects.
- Strong knowledge of local safety laws, NBC norms, OSHA, ISO 45001.
- Excellent communication, leadership, and reporting skills.

In case you are interested please forward resume to careers@respark.iitm.ac.in with

subject line "**Application for the Post of Safety Manager**".