



Lusail Real Estate Development Company

Health, Safety, Security, Environment, Logistics & Quality Department

Lusail Operation Safety Procedural Forms/Checklists – Job Description-Occupational Health Advisor

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COMPANY PROPRIETARY INFORMATION

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Amendment Record

This document is reviewed to ensure its continuing relevance to the systems and process that it describes. A record of contextual additions or omissions is given below:

Rev .No	Description / Comments	Prepared By	Checked By	Approved By	Issue Date
0		HSE Working Group	Michael Ford <i>Michael Ford</i>	<i>Lws Krueger</i>	1 st May 2015



Job Description

1. JOB DETAILS:

POSITION TITLE:	OCCUPATIONAL HEALTH SUPERVISOR
REPORTS TO:	LUSAIL OCCUPATIONAL HEALTH ADVISOR
DEPARTMENT:	LUSAIL HSSELQ
GRADE:	
PREPARED / REVISED ON:	MAY 2015

2. JOB OBJECTIVE:

Ensure that LREDC contractors and developers are compliant with Qatar legislation and Supreme council of health requirements. Assess and monitor the implementation of the overall LREDC health and wellness plan.

To evaluate contractor and developer medical arrangements on site and in the labour accommodation.

3. JOB DIMENSIONS:

Number of Staff Supervised:	Direct Reports:	NONE
	Total:	0

4. KEY ACCOUNTABILITIES:

Description	Key Result Areas
<ul style="list-style-type: none"> • Focal point for collecting inspections and reports from site medical staff • Compile statistics and progress reports • Help develop and organize health promotion initiatives. • Manage and control contractor/developer health performance. • Assist/perform Lusail Occupational Health Advisor during audits and investigations • Maintain computer databases for tracking and monitoring of all occupational health and welfare issues on site, including snack shops • Assist/perform/advise on labour camp and site health and welfare inspections. • Develop checklists for standardization of inspections • Visit patients in hospital for Lusail progress report of significant injury on duty patients. • Collaborate with HSE department on hygiene and welfare • Advise HSE supervisors with regards to non-compliance of contractor/developer health and welfare performance or management. • Assist in the implementation of Lusail pre-employment and periodical medical program. • Cooperate with Government agencies like Supreme council of health with regards to information sharing, health updates or legislation changes. 	



5. COMMUNICATIONS & WORKING RELATIONSHIPS:

Internal: All departments Lusail and QD, PMCM and Consultants

External: Health and Safety Regulatory authorities, Supreme council of health, Lusail developers and contractors

6. QUALIFICATIONS, EXPERIENCE, & SKILLS:

- Degree or diploma in the relevant health science faculty (min 4years) from country of origin
- Valid driver's license
- Minimum 5 years post qualification experience in the construction industry
- Primary health care experience
- Occupational health experience in industry (recognition of health hazard)
- Computer literate, able to design health promotion brochures
- Good spoken and written English

7. NOTE:

- Incumbents should agree to work in all QDL areas: land and sea
- Incumbents should agree on 24 hours shift duty (ad hoc)
- All job objectives and Key Accountabilities are the minimum requirements

8. APPROVALS:

Employee :

Signature Date

Senior Dept. Manager:

Signature Date

HSSELQ Director:

Signature Date

HR Manager:

Signature Date