October 2010 Manual of Personnel Practice

Job Hazard Form

This form highlights hazards related to the role that could pose a risk to the post holder.

Role Title: Site Manager

Manual Handling

This role requires hazardous manual handling operations. For example, regular moving of heavy

objects.

The types of manual handling operation involved in this role are objects.

These manual handling operations are required on a daily basis.

The weights involved in these manual handling operations are 11-15kg but may be more than 15kg.

Display Screen Equipment

This role will require the postholder to be a Display Screen Equipment User. This will involve use of a desktop computer.

Job Characteristics

This role involves working with children and young people of age 4 years old to 19 years old. This role also involves working with children and young people with special needs including those with severe and multiple and profound learning difficulties.

This role may involve occasional evening or weekend work.

Work Environment

This role is carried out in an environment which involves working at height, working with electricity, lone working on occasions, frequent outdoor work and may involve working in water.

Work Equipment/Machinery

This role also involves working with moving machinery and hand-held powered tools.

Personal Protective Equipment

Given the nature of this role, the includes pool chemicals handling, the post holder is required to wear personal protective equipment to be worn on their face, eyes, body, feet and hands.

Driving

This role will require the postholder to drive a mini bus for maintenance and repair purposes.

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## COSHH (Control of Substances Hazardous to Health)

## **Biological Hazards**

It is possible that postholder may come into routine or regular contact with human blood or human bodily fluid e.g. through soil/waste, animals/birds, vermin, moulds and/or fungi.

## **Chemical Hazards**

The post holder will come into contact with any chemicals, pesticides and oils which may be an irritant, corrosive, harmful or toxic.

Applicants should be aware that where roles are exposed to hazardous risks, risk assessments are undertaken and control measures are put into place where possible.