

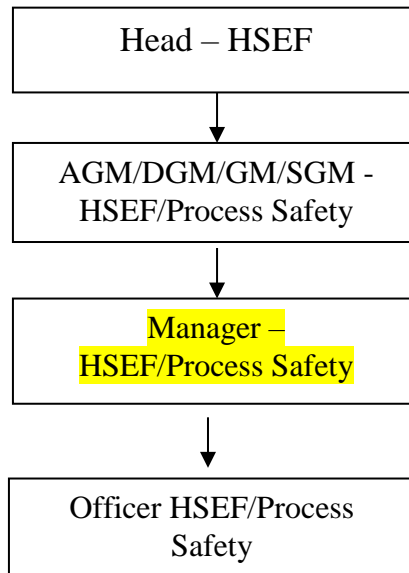
JOB DESCRIPTION

Position Title	Manager/Chief Manager – PSM & TRAINING
Company	Gujarat Fluorochemicals Ltd.
Grade / Level	L4
Division / Department	Process Safety / HSEF
Location	Dahej B

1. JOB PURPOSE

<ol style="list-style-type: none"> 1. To ensure that all plants follow the site Process Safety procedures released from time to time by HSEF dept. 2. To guide and facilitate the plant personnel in implementing Process safety in their respective plants, so that the process related risks are brought down and maintained within acceptable limits.
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2. ORGANISATIONAL CHART



3. PRINCIPAL ACCOUNTABILITIES

Accountabilities	Major Activities	Key Performance Indicators
HSEF and Process Safety Management	<ul style="list-style-type: none"> ▪ Understand the Company HSEF and process safety standards and draft out and implement the overall HSEF and Process safety Policy ▪ Budget for HSEF and Process Safety improvements Monitor HSEF and Process safety action plans and review the same. ▪ Review Annual Strategy implementation and take corrective action 	<ul style="list-style-type: none"> ▪ 100 % compliance to HSEF and Process Safety action plan

HSEF Management	<ul style="list-style-type: none"> ▪ Ensuring all environmental programs, procedures, training, work practices and controls are effectively implemented. ▪ Ensure the plant equipment/process is ISO certified and follows defined environmental safety norms. ▪ Coordination and engagement of environmental personnel and other personnel in the identification, development and implementation of HSEF goals which will positively impact and add value to the organization. ▪ Managing environmental processes to assure proper waste management and minimization practices in accordance with regulatory requirements. 	<ul style="list-style-type: none"> ▪ Safety audit score of projects
Training and culture building	<ul style="list-style-type: none"> ▪ Ensure safety training of the plant operators while dealing with hazardous chemicals (minimize accidents at the production site) ▪ Ensure the plant personnel at all levels are trained regularly on the safety measures. ▪ Design HSEF guideline/process and policies and ensure adherence of the same through continuous review and awareness creation. ▪ Design and implement HSEF and Process safety recognition and involvement programs across all levels. ▪ Have safety training need and effectiveness measure in place 	<ul style="list-style-type: none"> ▪ % reduction in accidents ▪ % reduction in man-days lost due to accidents ▪ No. of Training man-days against Plan
Process Safety Management (PSM)	<ul style="list-style-type: none"> ▪ Formulation of PSM core team. ▪ Training on PSM elements. ▪ Periodic rollout of various PSM elements procedures. ▪ Regular training on PSM procedures, workplace safety procedures. ▪ Starting the Safety observations round scheme. 	<ul style="list-style-type: none"> ▪ Reduction in process safety incidents. ▪ Reduction in unsafe acts, conditions. ▪ No. of training man hours against plan.

4. SKILLS AND KNOWLEDGE

Educational Qualifications

- B.E Chemical. Training or exposure to Process safety elements preferred.
- Diploma in Industrial Safety

Functional/Behavioral/Leadership Skills

- Good knowledge of working of Chemical plants.
- Fair idea of the process safety elements.
- Good implementation skills.
- Ability to foster good relations with people.

Competency Required

	Achievement Orientation	Collaboration	Practical Creativity	Leading and Developing Others
	<p style="text-align: center;">Focus Resilience Passion for Excellence</p>	<p style="text-align: center;">Fostering Teamwork & Conflict Resolution Responsible Relationship Building Understanding & Influencing Others</p>	<p style="text-align: center;">Creative Thinking Pragmatic Behavior Logical Reasoning</p>	<p style="text-align: center;">Holding People Accountable Providing Positive Feedback Coaching & Training</p>
LEADERS ASSISTANT GENERAL MANAGERS TO SENIOR GENERAL MANAGERS	<p>It means having the sustained energy and determination to set and work in a manner, so as to overcome obstacles and meet challenging results, by improving individual and organizational contribution. It is a concern for working well and surpassing a standard of excellence. The standard may be, one's own past performance, or an objective measure or a challenging goal one has set to improve the organizational results.</p>	<p>It means to work co-operatively as a member of a team, persuading and convincing others as well as integrating work with them, so as to achieve the common goals of the organization. It is the commitment is towards achieving team objectives, rather than own interest and facilitating team spirit, pride and trust among people. It is about understand other first and them to be understood.</p>	<p>It is the ability to create new ideas using a logical, systematic and sequential approach, which can be turned into realistic plans. For a successful business decision a minor incremental is not enough, having the ability to create innovative concept is a key imperative</p>	<p>It is taking initiative to train, motivate, coach and inspire others, by providing them an environment to increase their contribution and potential. It is the willingness to identify one's Knowledge, Skills and Abilities and Delegating them work, coaching them, so as to help them enhance their capabilities. It is about developing subordinated and leading them to become more productive</p>

Relevant and total years of Experience

Should have ~12+ yrs experience in a chemical plant with basic knowledge of the elements of Process Safety.