

POSITION DESCRIPTION



MANAGER RISK, OPPORTUNITY & SUSTAINABILITY

Position No.	MEL1604
Vacancy Type	Internal & External
Classification	Grade 3
Salary	Rs 75,000 to Rs 115,000
Employment Type	Contract/Permanent Position available
How to Apply	<p>Online applications are preferred. For online application and downloading Application Form, please visit: https://www.mauritiusmetroexpress.mu/job-vacancies/</p> <p>Via email: Applications together with scanned copies of academic qualifications can also be emailed to: - career@metroexpressltd.org</p> <p>Via post: Applications together with scanned copies of academic qualifications can also be addressed to: - Human Resources Manager Metro Express Limited, Level 3, SICOM Tower, Wall Street, Ebène 72201</p> <p>The envelope or the title of the email should be clearly marked “Manager, Risk, Opportunity & Sustainability”.</p>

Position deadline	Monday, 20 May 2024 Application made without completed MEL Application Form and received after the closing date will not be considered.
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Job Title:
Manager, Risk, Opportunity & Sustainability Manager

Reporting Line:
CEO or any other person designated by the CEO.

Function/Division:
Corporate

Location:
Ebene/Richelieu

Qualifications:

- (i) Tertiary qualification in engineering/science, risk management, project management or any related discipline from a recognised University or an equivalent qualification acceptable to the Board of MEL; and
- (ii) Possess a Master’s degree in related field above from a recognised University; and
- (iii) 10 years’ hands-on experience in risk assessment, sustainability management, safety, project

management, and strategy management; consultancy experience will be an added advantage

Skills & Attributes:

- (i) Demonstrable experience of managing or coordinating risk and sustainability management – major projects on large rail / construction / infrastructure projects.
- (ii) Strong knowledge of change management, risk, opportunity, sustainability, as well as compliance and related processes including local legislation, guidelines and requirements.
- (iii) Demonstrable experience of principles and practices of risk management, sustainability, resiliency policies with strong knowledge of applicable laws and regulations as well as compliance and related processes including local legislation, guidelines and requirements.
- (iv) Experience of working closely with regulatory authorities and various stakeholders on large-scale multidisciplinary projects.
- (v) Demonstrated project leadership including ability to coordinate multiple projects/disciplines/stakeholders across various work sites.
- (vi) Experience in developing, implementing and maintaining safety and risk management policies, processes, systems, and its associated plans and procedures.
- (vii) Demonstrated strong communication skills with ability to discuss detailed safety and environmental, and related technical concepts with engineers, consultants, regulators, ministries (or other professionals) to develop sustainable environmental and safe engineering design solutions.
- (viii) Strong auditing skills, accurate reporting skills with ability to work around tight deadlines.
- (ix) Preferably with knowledge of ISO9001 / ISO14001 or related industry standards (BREEAM or CEEQUAL or any related) and with a relevant professional qualification (i.e. Institute of Environmental Management & Assessment (IEMA) or Institute of Corporate Responsibility & Sustainability (ICRS) qualified).
- (x) Strong knowledge and experience of developing and implementation of business continuity processes.
- (xi) A full commitment to health, safety, and environmental towards sustaining safe work practices.

Duties & Responsibilities:

1. Work collaboratively to provide strategy, risk, opportunity and sustainability advice to internal and external stakeholders;
2. Manage, monitor, and coordinate remedial actions to ensure MEL's obligations and its Contractor's obligations for safety and environmental compliance in accordance with local laws and regulations;
3. Develop, implement and execute risk management strategy (both processes and systems) to ensure that all projects are managed effectively in line with MEL's management;
4. Develop risk, opportunity and sustainability projection;
5. Develop, implement and maintenance of safety, engineering, quality and environmental management projects and systems conforming to clauses of ISO9001 and ISO14001 industry standards for the operations of MEL;
6. Develop sustainability business/project goals, objectives, initiatives, or strategies (i.e. energy use, resource conservation, recycling, pollution reduction, waste elimination etc.) in collaboration with various stakeholders;
7. Establish sustainable organisational policies or practices, and evaluate effectiveness of sustainability programmes;
8. Monitor and track risk, opportunity, sustainability indicators, and/or identify or create new performance indicators;
9. Identify environmental sustainability issues, concerns, or stakeholder interests and investigate violations of nature resources, waste management, recycling, or other environmental policies;
10. Identify opportunities for value improvement, more sustainable practices, products or investments are suitable and financially viable;
11. Develop sustainability reports, presentations, or proposals for suppliers, employees, academia, media, government, public interest, etc.;
12. Write grant applications, rebate applications, or project proposals to secure funding for sustainability projects;
13. Oversee management of outsourced work performed by contractors, ensuring systems are in place to support a commitment to safety, high quality, cost-effective

- service delivery, and in compliance with local environmental regulations;
14. Investigate all incidents/accidents across projects/sites and reporting any serious breaches;
 15. Carry out field work where required, and managing field teams, sub-consultants and sub-contractors;
 16. Monitor safety and environmental performance indicators, and coordinate corrective actions and plans to continuously improve service delivery;
 17. Manage risk and prepare safety and environmental status reports to advise other divisions of MEL;
 18. Review compliance with statutory and industry requirements whilst maintaining current knowledge of applicable environmental regulations, rules, standards and accepted best practices to ongoing awareness and familiarity with all safety and environmental matters, and compliance during construction, testing and commissioning in forthcoming operations;
 19. Work with design and construction teams to ensure that the relevant environmental surveys, permits, and license have been carried out/obtained within set timeframes without compromising the construction programme;
 20. Interact with designers, engineers, and project managers to ensure smooth running of projects to ensure that safety and environmental issues do not delay the projects;
 21. Promote the importance of protecting the environment and provide safety and environmental awareness training to employees across all levels of MEL; and
 22. To perform such other duties related to the main duties listed above or related to the roles ascribed to him.

MEL reserves the right not to fill any vacancy following this advertisement and to call for interview only the best qualified candidate.