

Job Details	
Business Job Title	HSEQ Advisor
Job Category	Permanent
Reporting Level	Managing Director
Location	Dyce
Date Prepared	30/06/2026

Job Overview	
Role	- Ownership and development of the Health, Safety, Environmental and Quality (HSEQ) management systems across J+S Subsea, ensuring full compliance with relevant legislation, industry standards, and customer requirements - Provision of day-to-day operational HSEQ support, working closely with engineering, operations, and supply chain teams both on and offsite. - Contribute to day-to-day operations to deliver business objectives.
Accountabilities & responsibilities	Quality Assurance / Quality Control (QA/QC) - Own and continuously improve the company's QA/QC processes and procedures - Plan and conduct supplier audits, and manage ongoing supplier/vendor performance and relationships - Lead the management of change (MOC) process, ensuring changes are properly assessed, documented, and approved - Carry out inspections to verify compliance with quality standards and specifications - Own the ISO accreditation process (e.g. ISO 9001, 14001, 45001), including internal auditing, surveillance audits, and certification renewals - Own and coordinate customer and customer-focused supplier group audits e.g. SEQual, FPAL - Manage the Non-Conformance Reporting (NCR) process, including root cause analysis, corrective and preventative actions, and close-out tracking - Prepare and present HSEQ performance reports, Key Performance Indicators (KPIs) to the leadership team Health and Safety - Own the company's Health & Safety (H&S) processes, policies, and procedures, ensuring currency, compliance and fitness for purpose - Champion the safety and wellbeing of all employees across the business - Maintain up-to-date knowledge of relevant H&S regulations, legislation, and industry guidance, and ensure the company remains compliant - Develop, review, and maintain risk assessments - Conduct regular H&S audits and inspections - Lead incident and accident management, including investigation, reporting, root cause analysis, and lessons learned - Own COSHH management, including assessments, storage, and safe handling practices - Support and monitor daily operations on and offsite to ensure work is carried out as safely as reasonably practicable - Own emergency response planning, including development, testing, and review of emergency procedures Environmental - Own the company's environmental management processes and policies - Manage waste handling, segregation, and disposal in line with legal requirements - Monitor and report on environmental performance, including energy use, emissions, and waste data, supporting carbon reduction and sustainability initiatives - Own environmental incident management, including spill response, investigation, and corrective action - Maintain environmental permits, licences, and registrations, ensuring renewals and conditions are tracked and met - Support clients and supply chain with environmental due diligence and questionnaires as required - Promote environmentally responsible working practices across the business

	Training and Culture • Own and continuously improve the company's HSEQ culture, embedding best practice across all levels of the organisation • Identify HSEQ training needs and coordinate or deliver training, toolbox talks, and inductions • Promote employee engagement and self-ownership of HSEQ through communication, campaigns, and visible leadership • Act as a point of contact and subject matter expert for HSEQ queries across the business
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Competencies and Qualifications

Competencies	• Excellent communication and stakeholder management skills, able to present in a clear and concise manner. • Ability to review and analyse information efficiently & effectively. Taking initiative and working autonomously is essential. • Proficiency to develop and implement long-term strategies that align with company goals. • Strong working knowledge of ISO 9001, ISO 14001, and ISO 45001 (or equivalent) standards and audit processes • Sound understanding of UK H&S and environmental legislation, including COSHH and waste management regulations • Excellent organisational skills and attention to detail
Education	• Degree, HND or HNC in Health, Safety & Environmental Management or Occupational Health & Safety or equivalent (Desirable) • NEBOSH Diploma, Certificate or working towards Chartered membership of IOSH (CMIOSH) • Internal/lead auditor qualification (e.g. ISO 9001/14001/45001) (desirable) • A relevant vocational qualification (e.g. BTEC, NVQ) in Health & Safety, Environmental Management, or Quality Assurance
Work Experience	• Proven experience in a HSEQ role within the energy/oil & gas sector, or an industrial, engineering, manufacturing, or technical services environment • Demonstrable experience managing or maintaining ISO-accredited management systems (9001, 14001, 45001), including hands-on involvement in audits and certification cycles • Experience conducting internal audits and supplier/vendor audits, with evidence of driving corrective actions to closure • Experience investigating incidents, near-misses, and non-conformances, including root cause analysis (e.g. 5 Whys, fishbone) • Experience writing and reviewing risk assessments-method statements (RAMS), and COSHH assessments • Experience supporting or coordinating emergency response planning and drills • Experience working cross-functionally with engineering, operations, and supply chain teams to embed HSEQ requirements into day-to-day activities • Experience preparing reports and presenting HSEQ performance data/KPIs to management
Certifications	• See Education section