

Job Description	
JobTitle:	Hygiene & Prevention Supervisor (HPS)
Department:	Human Resources - Clinic
Location:	Iraq
Reports to:	EIBV Health Service Manager
<p>Definitions:</p> <ul style="list-style-type: none"> - <u>Hygiene</u>: the discipline which has to do with the definition and maintenance of healthy environments and life/work conditions. In the present scope, it includes surveillance over food and water quality, waste management, cleaning activities, pest management, indoor microclimate and ergonomics. - <u>Prevention</u>: the complex of knowledge, measures, activities, regulations aimed at foreseeing and minimizing the impact on human health, deriving from any potential hazard. In the present scope, it includes preservation of food and water quality, pest control, environment cleanness, salubrity of work conditions. <p>Purpose:</p> <p>The HPS must supervises all hygiene aspects of activities occurring in locations/area which are under EIBV responsibility. For the task, he will:</p> <ul style="list-style-type: none"> - Inspect locations/areas under EIBV responsibility - Detect and evaluate possible health hazards deriving from poor hygiene (as defined above) - Advise for preventing/minimizing health hazards deriving from poor hygiene (as defined above) - Support and, coordinate with, Health, Safety, GeSe sections when required - Record and report the outcome of his activities <p>Expatriate in B2B 28/28 rotation,</p> <p>he should have knowledge and skill for supervising on:</p> <ol style="list-style-type: none"> 1. Food and water quality 2. Food preservation, handling, treatment, storage 3. Set/keeping up-to-date an HACCP system 4. Waste management 5. Pest control 6. Rooms cleaning and laundry activities 7. Work environments salubrity 	

Main Functions/Tasks

Adherence to Health Standards

HPS will be knowledgeable about relevant eni standards and other internationally recognized standards. He will refer to the said standards for orienting his activities and maintaining a continuous improvement cycle. He will keep up-to-date a file with local relevant regulations.

Inspections

HPS will regularly inspect catering premises and facilities, work places, accommodations in order to control that the due level of hygiene is observed. He will involve health, safety and general service functions in the inspections when necessary. He will report on inspections outcome. He will regularly inspect accommodations, workplaces and other environments within LSC, in order to verify general hygiene conditions. He will advise health and safety functions on ergonomics and microclimate in offices in occasion of scheduled visits (at least quarterly).

Contract Abidance

HPS will make sure that the relevant contracts' clauses are observed by Contractors.

Safety Procedures

HPS will cooperate with safety function for controlling that safety procedures are observed. He will advise on safety issues within the matters of his competence. He will be not responsible for missed actions, being this responsibility on HSE department.

Training

HPS will supervise on training activities due by Contractors (topics, schedule, recruitment, recording).

Waste Management

HPS will supervise on waste management operations within the LSC, reporting non conformities with EIBV procedures.

Pest Control

HPS will supervise on pest control program in all phases: risk assessment, products, schedules, result, adverse effects.

HACCP System

HPS is responsible for the implementation of an HACCP system. He will advise on, survey, support, follow up, document the system, in either cases, when the system itself is prepared by Contractor or by the Company.

Water quality control

HPS is responsible for the water quality monitoring. The quality of water will be controlled by means of both, periodical lab examinations and water supply chain and water plant maintenance surveillance.

- Keeping up-to-date professional certifications
- Abidance by Eni Code of Ethics

Main Interfaces:

Internal: LSC doctor

External: HR

Qualifications & Experience:

- Experience in the position minimum 2 years with Certificate Companies (ISO 9000) (valutabile)

Professional qualifications:

- Prevention Technician

Languages:

- English

Required Competencies:

Minimum educational requirements:

1. Three years degree in food and work environment hygiene or equipollent
2. Computer literacy (mid-advanced level)