



Reinstatement Supervisor at SQS Ltd

Borough Green depot

Stanmore Quality Services Ltd
Platt Industrial Estate
St Mary's Platt
Sevenoaks
Kent
TN15 8JL

Due to ever increasing works throughout London and the South East we are now looking for a Reinstatement Supervisor for the Kent area.

Overall purpose of the job

Reporting to the Area Contract Manager, and or the Reinstatement Manager, the purpose of this role is to always act as a company ambassador, demonstrating and delivering the SQS Vision & Values, and always uphold the company's good reputation.

To manage, monitor and resource the element of works under your control to maximise output and profit whilst minimising costs, whilst ensuring compliance with all Company policies, procedures and legislation.

To maintain a safe working environment in compliance with all current Legislation, maintaining the highest standards of workmanship.

Key Responsibilities

- Ensuring full compliance with current legislation, and relevant specifications are achieved by you and all teams under your control and all SQS policies & procedures are adhered.
- Assist where required with any investigations / HR matters relating to any works under your control.
- Developing good working relationships Project Team and all stakeholders.
- Always ensure effective management of the work teams, and workloads.
- Assist, where required with all Customer issues, and ensure these are handled in line with company policy/procedures.
- Ensure all work under your control is delivered in line with Contractual agreements/specifications and agreed KPI's.
- Ensuring all information submissions are of a high standard (Daily Work Sheets, Waste Logs, Ontrack data collection etc).
- Always communicate respectfully and politely to colleagues, clients, internal and external stakeholders

SHEQ Responsibilities

- Ensure you, and all Teams under your control take ownership of all SHEQ matters within their control.
- Ensure you promote the use of Hazards & Near Misses and how to report these.
- Ensure you demonstrate the correct behaviours with regards to SHEQ.
- Carry out Audits as required, and ensure all corrective actions are dealt with in a timely



manner.

- Always ensure safe systems of work are followed, as detailed within RAMS.
- Ensure all work is carried out to the quality specifications/criteria of SQS, NRSWA and/or Customer specifications, as applicable.
- Ensure sites are maintained in compliance with NRSWA, any other related legislation.

This list is not inclusive or exhaustive and other reasonable duties will be expected.