

Our Core Values

Authenticity and Ethics
Customer Focus
Applied Knowledge
Reliability and Resilience
Communicating Passion
Collaborative Behaviour
Innovative Thinking

GRADE: SUPERVISOR

REPORTS TO: LINE MANAGER

WORK BASE: AS PER CONTRACT

DEPARTMENT: AS PER CONTRACT

JOB PURPOSE

- Supervisor grade staff play an essential role in supporting the implementation of the company's vision and values, by ensuring that the work assigned to them, and to those under their supervision, is carried out effectively and safely, and conforms to the company's standards of quality.
- They are part of the team contributing to the safe, effective and successful delivery of projects/tasks by making observations, gathering data, and creating accurate records and other documentation.
- They assist senior colleagues in assigning tasks and monitoring work plans, and may be responsible for directing projects/tasks, including leading and directing a team.
- They support and develop the performance of staff under their supervision, providing mentoring, advice and guidance, and dealing with poor performance.
- They will develop the skills they bring to their posts, and be responsible for undertaking their tasks efficiently, systematically and to the highest standard.

GENERAL

- All staff must prioritise and incorporate a culture of safety in all tasks.
- All staff are personally accountable for undertaking work diligently, safely and to a professional standard.
- All staff must ensure confidentiality at all times, not releasing confidential information obtained during the course of employment without prior permission from responsible senior staff.