



TAMIL NADU NEWSPRINT AND PAPERS LIMITED

TNPL, a Government of Tamil Nadu Enterprise and a reputed Paper, Paper Board and Cement Manufacturing Company having its manufacturing facility at Karur District (Unit-I) and Trichy District (Unit-II) with a turnover of around Rs.5000 Crores intends to hire the following executive :-

Sl. No.	Name of the Post	No. of Post	Reservation
01	Consultant-Safety (Deputy General Manager grade) (On Fixed Tenure Basis)	1	GT

For details relating to age, qualification, experience, etc., please visit TNPL's website : www.tnpl.com/careers. **Bio-data format is available in our website.**

Candidates who conform to the job requirements as given in the website may apply in the prescribed format by post in strict confidence superscribing the name of the post (both in Bio-data and top of the Envelope) **within 15 days** from the date of release of this advertisement to the below mentioned address, giving full details of age, qualification with year of passing, experience, community, salary drawn and position being held along with copies of testimonials towards proof for the same.

Bio-data form with insufficient documentary proof will be summarily rejected.

GENERAL MANAGER (HR)
TAMIL NADU NEWSPRINT AND PAPERS LIMITED
NO.67, ANNA SALAI, GUINDY, CHENNAI - 600 032, TAMIL NADU

DIPR/226/DISPLAY/2025

www.tnpl.com



CONSULTANT-SAFETY (DEPUTY GENERAL MANAGER GRADE):-
(ON FIXED TENURE BASIS)

No. of vacancy	:	1
Reservation	:	GT
Qualification	:	A recognized Degree in any branch of Engineering or Technology (or) Post Graduate Degree in Physics or Chemistry. and M.E. (Industrial Safety) or Diploma in Industrial Safety recognized by Government of Tamil Nadu.
Maximum Age	:	57 years as on 01.03.2025
Experience	:	Minimum 26 years of post qualification experience, as on 01.03.2025. Age and Experience may be relaxed upto 2 years in deserving cases.
Job Description	:	<p><u>Introduction:-</u> The role of Head – Safety is multifaceted, requiring a diverse skill set and a strong commitment to maintaining a safe work environment. By understanding and executing the following key responsibilities, he/ she can effectively protect employees, reduce risks, and ensure compliance with safety regulations. He/ She is responsible for implementing safety protocols, ensuring compliance with regulations, and creating a safe working environment for all employees in the TNPL main site, TNPL Unit-2, off sites, wind farms and LSFM plant.</p> <p><u>1. Conducting Risk Assessments</u> Regularly conduct risk assessments to identify potential hazards in the workplace. This includes analysing current work processes, equipment, and environmental factors that may pose a risk to employees.</p> <p><u>2. Developing Safety Policies</u> Responsible for creating and updating safety policies that align with local, national, and international regulations. These policies guide employees on safe practices and procedures.</p> <p><u>3. Ensuring Compliance with Safety Regulations</u> Ensure that the company complies with all relevant safety regulations. This includes keeping up-to-date with any changes in legislation and implementing necessary adjustments in the workplace.</p>

4. Conducting Safety Training Programs

Develop and deliver training programs to educate employees on safety practices. This training helps to minimize risks and ensures that everyone knows how to respond in case of an emergency.

5. Investigating Accidents and Incidents

Conducting a thorough investigation when an accident or incident occurs. This involves identifying the root cause, documenting the findings, and recommending corrective actions to prevent future occurrences.

6. Implementing Emergency Procedures

Develop and implement emergency procedures, such as evacuation plans, fire drills, and first aid protocols. These procedures are critical in ensuring that employees know what to do in an emergency.

7. Conducting Safety Audits

Responsible for organizing and conducting regular safety audits which are essential for identifying areas where safety measures may need improvement and to ensure ongoing compliance with safety standards.

8. Monitoring Safety Performance

Monitor key performance indicators (KPIs) to ensure that safety standards are maintained. Tracking and analysing safety performance is crucial for identifying trends and areas for improvement.

9. Reporting Safety Issues

Report any safety issues to management promptly. This includes providing detailed reports on incidents, near misses, and potential hazards.

10. Coordinating with External Stake holders

Responsible for the coordinating with Statutory Authorities like Directorate of Industrial Safety and Health, Controller of Explosives and Divisional Fire officer. Also coordinate with external safety inspectors (in case, if any) to assess the workplace.

11. Maintaining Safety Equipment

Responsible for ensuring that all safety equipment, such as fire extinguishers, alarms, and protective gear, are in good working condition and readily available.

12. Promoting a Safety Culture

Promote a culture of safety within the organization. This involves encouraging employees to prioritize safety in their daily activities and to report any concerns.

13. Managing Safety Documentation

Maintain accurate and up-to-date documentation related to safety policies, procedures, and incidents. This documentation is essential for compliance and audit purposes.

14. Providing Safety Advice

Serve as the go-to resource for safety-related advice within the organization. Provide guidance on best practices, regulatory requirements, and risk management strategies.

15. Conducting Safety Drills

Organize and oversee regular safety drills, such as fire or evacuation drills, which are essential for preparing employees for emergencies.

16. Implementing Safety Campaigns

Responsible for planning and executing safety campaigns which are an effective way to raise awareness about specific safety issues across the organization.

17. Reviewing Safety Procedures

Conducting daily safety inspection in the process areas, Construction, erection and Hazardous chemical storages. Responsible for conducting reviews and making necessary updates in the safety procedures to ensure they remain effective and relevant.

18. Managing Safety Budgets

Manage budgets related to safety initiatives, including training, equipment purchases, and safety improvements. Ensure that funds are used effectively to enhance workplace safety.

19. Addressing Employee Concerns

Listen to employees concerns or suggestions related to safety and address them appropriately and implement any feasible improvements.

20. Ensuring Proper Use of Personal Protective Equipment (PPE)

Ensure that employees use the correct personal protective equipment (PPE) for their tasks and that PPE is maintained in good condition.

21. Conducting Job Hazard Analyses

Conduct Job hazard analysis which are essential for identifying specific risks associated with different job roles.

22. Implementing Corrective Actions

Responsible for implementing corrective actions when safety issues are identified and prevent recurrence.

23. Collaborating with Management

Work closely with management to align safety strategies with overall business objectives. This collaboration ensures that safety remains a top priority within the organization.

24. Evaluating Safety Programs

Implementing work permit systems in the process, maintenance works and construction works etc. including contract work permit systems. Coordinating with TN Fire and rescue services dept for inspection and getting license for the mill. Regularly evaluate safety programs to determine their effectiveness and making any necessary improvements.

25. Managing Safety Communications

Manage safety-related communications, ensuring that employees are informed about any changes or updates.

26. Conducting Workplace Inspections

Conduct regular workplace inspections to identify potential hazards before they become serious issues and take action to mitigate any risks.

		<p>27. <u>Advising on Ergonomics</u> Advice on ergonomic practices to reduce the risk of musculoskeletal disorders and other related injuries.</p> <p>28. <u>Ensuring Contractor Safety</u> Ensure that contractors are aware of and comply with all safety regulations and ensure the contract workmen adhering to the same safety standards as employees.</p> <p>29. <u>Managing Incident Reporting Systems</u> Manage effective, accurate and timely incident reporting system which is crucial for tracking and analyzing safety incidents.</p> <p>30. <u>Leading Safety Committees</u> Lead Safety committees which play an important role in promoting workplace safety.</p>
Location	:	Paper Mill (TNPL Unit-I), Kagithapuram, Karur District.
CTC	:	CTC will not be a constraint for the deserving candidate.