



*Training Course:
Effective Safety Supervisor*

*2 - 6 May 2027
Amman (Jordan)*

Training Course: Effective Safety Supervisor

Training Course code: HE234860 From: 2 - 6 May 2027 Venue: Amman (Jordan) - Training Course Fees: 4550 € Euro

Introduction

Supervisors play a pivotal role in ensuring workplace safety, yet many organizations fail to fully recognize the importance of integrating safety into their daily operations. Safety should not be seen as a secondary responsibility handled solely by the human resources or safety staff but as an integral part of operations. This program aims to equip first-line supervisors with the knowledge and tools needed to effectively manage safety in the workplace, ensuring that safety and health protection are embedded in the daily work culture.

Objective

- How to conduct a safety inspection
- Hazards in their specific workplace
- How to conduct an accident investigation
- How to properly recognize and discipline employees
- What is safety leadership
- How to conduct a Job Hazard Analysis
- How to apply hazard control strategies
- Introduction to the safety management system
- How to conduct on-the-job training OJT

Target Audience

- Manager director
- Safety Supervisors
- Safety Officers
- Safety Managers
- Practicing Workplace Safety and Health WSH Coordinators
- Individual who completed WSH coordinators course and intend to become a WSH Coordinator

Course Outlines

Day 1

- Qualities needed to be an effective safety coordinator
- Conduct safety committee meeting
- Creating a good monthly safety report
- Effective letter and email communication

Day 2

- Understanding and implementing legal requirements
- Routine and Routine-Non duties and responsibilities
- Conduct effective workplace inspection and prepare report and closure
- Handling the clients, consultants, and sub-contractors

Day 3

- Dealing with government authorities
- Handling accidents and emergencies
- Approaches to Investigating accidents and preparing reports
- Checking Risk Assessments and SWP

Day 4

- Effective maintenance of SMS and filing system
- Arranging safety audits and follow up
- Be an Effective safety leader and motivate the workforce
- Preparing and conducting effective training and toolbox meeting

Day 5

- Creating a good Resume and attending Interviews
- Effective use of MS office and IT
- How to be a good team player to achieve organizational goals
- Participating in safety award competitions

Registration form on the Training Course: Effective Safety Supervisor

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