

**Occupational Health Advisor –London– Full or Part Time**

**Competitive Salary + Competitive Benefits Package**

PAM OH Solutions is looking to employ an experienced Occupational Health Advisor to provide services at our clinics in Waterloo and St Pancras, but will also include travel to surrounding areas, including Lewisham, Camden, Canary Wharf and Morden. The post will be working 3, 4 or 5 days per week. The successful candidate will be responsible for pro-active Sickness Absence Management of short and long term absence cases, both face to face and via telephone consultations.

Working as an Occupational Health Advisor, the role will involve:

* Advising on phased return to work programmes.
* Conducting Health Assessments, reporting on the outcomes within agreed timescales and to PAM Occupational Health standards, policies and procedures and NMC guidelines.
* Managing Health Records ensuring safe storage, security and confidentiality of all OH records, at all times complying with relevant legislation and good practice.
* Producing management reports as required.
* Actively promoting fitness for work, both preventative and rehabilitative, raising the profile of occupational health amongst all levels of employees and management.
* Supporting the Businesses in reducing absence and improving their people potential at all times.
* Providing clear pragmatic advice to clients and employees that adds value to their decision making
* Seeking continuous improvement in the service provided, identifying opportunities to develop the function and proposing improvements and suggestions for continuous improvement.
* Attending meetings with client HR and Health and Safety teams

The ideal candidate will have the following:

* You must be a Registered General Nurse
* Hold a valid NMC Pin
* Hold an Occupational Health Qualification, either certificate, degree or diploma
* Ideally be working as an Occupational Health Advisor
* Effective Report Writing Skills
* Excellent Communication skills

The benefits package includes:

* Pension Scheme
* Health Scheme
* Life Insurance Scheme
* 33 Days Leave Including Bank Holidays
* Childcare Vouchers
* NMC registration

This role would suit an individual who is currently working as an Occupational Health Advisor or Nurse. If you feel this role would be suitable for you, apply now!