

Job Title:

Compliance Officer

Job Overview:

An opportunity has arisen for a highly-motivated and experienced *Compliance Officer* to join our team in Gweedore Business Park.

Irish Pressings is the Irish Engineering Manufacturing Team of the Year 2020 and operates to the highest quality and efficiency standards in the sector.

Working across all aspects of Irish Pressings operations, the *Compliance Officer* will be responsible for ensuring that the company is in compliance with all relevant external regulatory and legal requirements and to further develop and manage relevant internal compliance policies and procedures.

Job Duties:

- Developing and implementing an effective compliance program across **all** aspects of the business operations
- Implementation and coordination of the requirements to achieve and maintain all relevant external accreditations i.e. ISO9001, ISO14001, ISO18001/45001, IATF16949, VDA, etc.
- Proactively auditing all internal processes, policies, practices and documents across all business operations and where appropriate amending existing or developing new processes, policies and procedures to ensure compliance with all relevant laws and regulations.
- Managing the company's engagement with external audit processes by appropriate recognised accreditation bodies (ISO, IATF, EPA, etc.) and new/existing customers/suppliers including organising, planning, coordination, execution and reporting for same.

Job Requirements:

- Internal or Lead-Auditing qualification covering one or all of the following IATF16949, ISO18001/45001, ISO14001.
- Previous experience of developing and implementing a Compliance Programme within a fast-paced and multi-faceted organisation
- Detailed knowledge of domestic and international Environmental Health & Safety legislation, regulations, practices and standards
- Ability to work on own initiative and communicate clearly with all relevant stakeholders whilst acknowledging the day-to-day operational requirements of a fast-paced manufacturing facility
- Strong administration skills (including Microsoft Office, File/Folder Management, Preparation of reports and submissions, etc.)

Interested?

If interested, please forward your CV with Cover Letter to hr@irishpressings.com using the subject line "Compliance Officer 2020".