

Group Compliance & Management Systems Manager

Logika Group

Location: Bristol or London

Role Location

The role will be primarily office based with occasional travel required to our other offices.

The Company

Logika Group is a leading independent environmental consultancy, underpinned by a growing team of experts in environmental policy, strategy, design, and assessment.

With offices in London, Bristol, Warrington, Brighton, Leeds and Belgium, Logika Group comprises four specialist sister companies: Logika Consultants, Air Quality Consultants, Noise Consultants, and Logika Europe.

Over the last 30+ years, we have achieved sustained growth and honed our provision of high-quality services, while securing a large volume of repeat business from satisfied clients. We were recognised as a 'top 25 leading player' in UK Environmental and Sustainability Consulting by Environmental Analyst.

We pride ourselves on being able to:

- Employ the best people to provide the highest quality advice
- Provide a personal service
- Deliver meaningful work to a high technical standard, which protects and improves the environment
- Design innovative cross-disciplinary solutions

With a proven track record of success, Logika Group has been involved with UK Government expert groups and European Commission working groups, provided expert evidence at Public Inquiries, and helped clients gain planning consent for thousands of projects.

Logika Group is underpinned by our values of **Community, Collaboration and Integrity** – developed by our staff members to reflect our shared principles, approach to our work, and positive company culture.

The Role

We are seeking an experienced and proactive Compliance & Management Systems Manager to take ownership of our integrated management systems, compliance frameworks and associated accreditations.

The successful candidate will be responsible for maintaining, improving and driving compliance across our ISO 9001 (Quality Management), ISO 14001 (Environmental Management) and ISO 27001 (Information Security Management) certifications, managing our Health & Safety SSIP accreditation requirements, and

leading the remediation of GDPR compliance gaps identified through previous assessments.

This is a hands-on role requiring someone who can move beyond administration and take accountability for ensuring our systems are effective, compliant, audit-ready and aligned with business objectives.

Key Responsibilities:

- Take ownership of the company's ISO 9001, ISO 14001 and ISO 27001 management systems, by ensuring policies, procedures, processes and records remain current and effective.
- Stay updated on changes to ISO standards and ensure the organization adapts accordingly.
- Lead internal audit programmes and management reviews, to maintain certification compliance and support all surveillance and recertification audits.
- Drive continual improvement initiatives across all management systems. Identify non-conformities, corrective actions and improvement opportunities, ensuring timely closure.
- Act as the organisation's Data Protection Lead. Review and manage actions arising from our GDPR gap analysis assessments, and work with our external GDPR specialists to prioritise and implement compliance improvements.
- Manage our SSIP accreditation requirements and annual renewals, by coordinating the collection and maintenance of evidence required for accreditation, and supporting the business in maintaining compliance with health and safety management requirements through quarterly reviews.
- Liaise with external auditors, certification bodies, and regulatory authorities as the main point of contact.
- Promote a culture of quality, compliance, and continuous improvement across all departments.
- Deliver ISO standards and compliance-related training and awareness programs to employees.
- Prepare and present compliance and audit reports to senior management.

Skills and experience required:

- Experience managing ISO management systems, particularly ISO 9001 and ISO 27001.
- Strong understanding of management system principles, internal auditing and corrective action processes.
- Excellent organisation skills with the ability to manage workloads efficiently in a fast-paced, deadline-driven environment.
- Self-motivated and initiative-taking, with a track record of taking initiative and driving tasks through to completion.
- Ability to work independently and take ownership of outcomes.

- Strong verbal and written communication skills, capable of liaising confidently across all levels of the business and multiple stakeholders.
- Sector experience is not a prerequisite but would be advantageous.

Qualifications

- Degree level education is desirable

What we offer

We are a growing Group of companies that wants to do things differently, with an exciting future that will help you shape and realise your ambitions. You will have a great opportunity to work with a talented and dedicated team and be able to develop your career as the company grows.

Alongside a competitive salary, we offer a range of formal benefits and training, and development programmes to enhance employee satisfaction and professional development. These include, an enhanced pension scheme, private medical insurance, competitive annual leave entitlement which grows with length of service, additional annual leave purchase scheme, rail and bus season ticket loans, cycle scheme, group life assurance, staff training and CPD programme, employee recognition awards, social value programme and more.

Furthermore, we ensure we can support our employees through offering wellbeing programmes and policies that support individuals. These include flexible working, trained mental health first aiders, and readily available support through our Employee Assistance programme.

Logika Group's Equal Opportunities Policy is to ensure that no applicant receives less favourable treatment on the grounds of age, disability, gender, reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

How to apply

Please apply using the application form on our website – www.logikagroup.com/careers
If you have any questions on the role and/or group, then send them through to careers@logikagroup.com.

Further information is available on our websites:

www.aqconsultants.co.uk | www.noiseconsultants.co.uk | www.logikaconsultants.co.uk
www.logikagroup.com