

MARCH 2018

## Senior Health and Safety Manager

Working for an established and respected Industrial Contracting Company based at the boundary of East Hamilton/Stoney Creek in the Industrial Sector.

### OVERVIEW

Support Head Office and Field Management on oversight of the Company safety program.

To be a successful candidate you will possess a proven track record of supporting multiple construction projects that are in different phases and of varying complexity and size – including (but not limited to): ensuring sites are compliant with legislative and internal standards, writing and validating Health and Safety procedures, support the completion of the Health and Safety improvement plan, and the completion of other tasks and administrative duties as required.

### EXPERIENCE

- A minimum of 10 years' relevant experience with an advanced Corporate and Project Site Construction Health and Safety background.
- Understanding of the Occupational Health and Safety Act and its associated regulations including but not limited to industrial regulations, first aid regulation, WHMIS etc.
- Preference to those candidates with previous experience writing Health and Safety procedures.
- Proficiency in creating, circulating, logging and maintaining Health and Safety construction documentation for projects ranging in size from \$75K to \$30M.
- Knowledgeable in Certificate of Recognition (COR) program and other provincial Health and Safety regulations is beneficial.
- High proficiency in the use of Microsoft Office Suite, FTP management/filing/distribution, Cloud storage.

### COMPETENCIES

- Strong team player and coach.
- Self-motivated, proactive thinker, flexible and adaptable.
- Ability to provide simultaneous support, problem solve and multi-task for needs across multiple projects in varying phases.
- Ability to promote a culture of safety and a culture of care; promote personal responsibility and line accountability for safety; work to resolve safety issues.
- Fluent in English.
- Excellent communication skills (verbal, listening, speaking and writing) and a friendly, pleasant manner. Communicate accurately and specifically as required for the task, issue or action at hand.
- Must be able to meet tight deadlines, manage conflicting priorities, and work well under pressure in a rapidly changing environment. Deliver expected results on time.
- Work to resolve safety issues.

### REQUIREMENTS

- Valid Driver's license and access to a vehicle.
- Requires travel to different construction sites.
- Up to date in Federal and Provincial Health and Safety Legislation.

- Demonstrated ability to interact effectively with all levels of the organization, exhibiting discretion, diplomacy and tact.
- Must preserve the confidentiality of personnel records and certain business information.
- Must be able to walk around a construction site and access ladders/stairways as required.

*This job description is not intended to represent a complete, comprehensive list of all duties and responsibilities that may be required in this position. There may be unplanned activities and other duties as assigned.*

### ***EDUCATION***

- Post-secondary degree/diploma in Health and Safety, Labour Relations, Engineering or Construction Management related field. Accredited HSE certification preferred (ASP, CSP, CRSP, CMIOSH).
- Experience with US OSHA, MSHA and Canadian OHS legislation.
- Certified safety designation: CHSO (Construction Health and Safety Officer) or NCSO (National Construction Safety Officer).

### ***COMPENSATION AND REWARDS***

Salary, benefits and holidays commensurate with experience level.

### ***JOB TYPE***

Permanent, Full time (40 hours)

\*Regular Working Hours for this role are Monday-Friday 7:00am to 3:30pm with a 30-minute unpaid lunch break\*

Work may be required beyond the normal weekday schedule. Available for overtime as required by current department demand, including weekday evenings, weekends, and holidays

### ***APPLICATION INFORMATION***

Interested individuals are encouraged to forward their résumé and cover letter.

Please ensure that your résumé and cover letter include a detailed summary of your experience and examples of occasions in which you have demonstrated the requested skills/abilities.

In accordance with the Ontario Human Rights Code and Accessibility for Ontarians with Disabilities Act, 2005, accommodation will be provided in all parts of the hiring process. Applicants need to make their needs known by contacting us in advance.

We are an equal opportunity employer and welcomes diversity of applicants. We thank you in advance for your interest; however only applicants selected for an interview will be contacted.