



MVT Canadian Bus, Inc.

Job Posting Number: SM-001

Close Date: October 15, 2011

Status: Regular Full-Time (Non-Union/Management)

About MVT Canadian Bus, Inc:

A Division of U.S. privately owned and operated MV Transportation Inc, MVT Canadian Bus currently provides the HandyDart service to TransLink running paratransit buses, a centralized call center and maintenance facility in the Metro Vancouver area. With over 580 employees in BC, MVT Canadian Bus has been in operation in Canada since January 2009 and prides itself on the valuable service our employees provide in our community.

Career Opportunity:

We are currently seeking a Full-Time Safety Manager for our Surrey (Cloverdale) Office. Reporting to the Director of Safety & Training, The Safety Manager is primarily responsible for the day to day management of MVT's Occupational Health and Safety Programs and is a key position in cultivating MVT's safety culture.

Accountabilities:

- Reviews vehicular, passenger and employee incidents for determination of cause and preventability, identifying potential trends to be addressed in future training efforts as well as ensuring that retraining and appropriate corrective action is issued
- Responds to and/or provides for trained staff response to operator incidents ensuring appropriate collection of information, documentation of events and reporting per company and client policies
- Works with local provincial Worker's Compensation agencies to ensure all claims are handled promptly and effectively, including coordinating modified and gradual return to work programs for injured employees
- Ensures all MVT employees are current with general safety programs and practices
- Provides regular reports and updates to local management staff of safety department efforts, claims status, training efforts, incident history, workers compensation claims status and other required information
- Ensures depots conduct timely, monthly safety meetings including recording of minutes and employee attendance
- Leads and attends all joint occupational health & safety committee meetings
- Conducts all related occupational health and safety related audits to ensure compliance with provincial, federal, company and client regulations
- Assists the Director of Safety & Training to ensure that all safety manuals, programs, policies and procedures are current and meet the needs of the operating division
- Assists with the development and communication of safety policies, procedures and manuals as needed
- Communicates positive safety communication messages through a variety of media (posters, safety blitz etc)
- Conducts safety related training sessions



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- Determines whether to discipline and apply discipline for safety related issues, including suspensions and terminations, according to company policy and in compliance with collective agreement
- Represents Company in grievance procedure with safety related issues
- Respects and maintain the confidentiality of all employee occupational health and safety records, client and third party information and other information not otherwise available to the public.
- All other duties as assigned.

Required Qualifications:

- College Diploma or equivalent knowledge in occupational health, safety, training and transportation
- Three (3) Years management experience in a safety and/or occupational health & safety role, preferably in transportation
- Experience managing a unionized workforce
- CRSP (Canadian Registered Safety Professional) Designation preferred

Required Knowledge, Skills & Abilities:

- Excellent communication and presentation skills with an ability to influence people at all levels of the organization.
- Knowledge of all applicable provincial and federal safety rules and regulations
- Strong written and verbal communication skills
- Highly organized with the ability to handle multiple projects simultaneously while exceeding established goals and objectives
- Analytical with a strong attention to detail
- Strong leadership skills with the ability to set clear expectations, coach, develop and motivate staff
- Ability to hold the respect and confidence of all employees
- Ability to work independently and objectively
- Proficient in Microsoft Office software
- Demonstrated ability to manage with a “Safety First” attitude

Benefits of working at MVT Canadian Bus:

The successful candidate will enjoy a great working environment, competitive compensation package which includes comprehensive employer paid benefits such as medical, dental and health coverage, paid vacation and sick time. As a member of MVTC’s management team, you also receive generous RRSP benefits.

How to apply:

For more information about MVT Canadian Bus, visit our website at www.mvtcanada.com Interested applicants must submit a resume and cover letter to patricia.robertson@mvtcanada.com or by fax to 604 574 9341. We thank all interested applicants; however, only qualified candidates will be contacted.