



HEALTH AND SAFETY ADVISOR Regular Full Time

One of BC's Top Employers, the City of Coquitlam is the sixth largest city in BC, home to more than 150,000 residents. Our municipality continues to grow through innovative urban design, inspiring arts, culture and recreation programs, and state-of-the-art transportation systems. Our brand is built on managing our resources in a responsible and sustainable manner, while supporting a vibrant, growing regional urban centre.

The City of Coquitlam has an exciting opportunity for a Health and Safety Advisor to join our Human Resources Team. You will be the newest teammate to one other Health and Safety Advisor, and one Safety and Training Coordinator (Claims Specialist) both of which report to the Health and Safety Manager. In this role, you will be accountable for supporting and contributing to the on-going development, implementation, coordination and administration of the City's Occupational Health and Safety Program by helping proactively lead and educate employees on workplace safety measures.

The successful incumbent in this new position will be well-versed and knowledgeable in workplace health and safety and must be able to interpret and provide advice to managers, supervisors and employees in matters pertaining to the application of relevant legislation and regulations. This position will require a strong understanding of the working relationship with WorkSafeBC, compliance with regulatory requirements and the continued development of a positive safety culture at the City. As a growing City, we are looking for the successful applicant to take a proactive approach to making innovative suggestions around safety training across the City while promoting safe work practices and providing advice on current and future safety measures. This will involve extensive knowledge of best practices in the field of health, safety and training, a strong degree of business acumen and the ability to build and successfully manage relationships with employees and managers across the City.

Our team is highly collaborative and works cohesively with other colleagues in the broader Human Resources team, as well as both internal clients and external stakeholders. As a result, our ideal candidate will flourish in this setting, possess excellent communication skills (both verbal and written), and strive for excellence when carrying out the functions of this role in a unionized work environment. We are a busy, high volume department with lots on the go and this is a great opportunity to join a team of dynamic and experienced professionals!

In addition to the above skills and qualifications, the successful candidate will bring one to three years of related work experience and will hold an undergraduate degree in a related field. A diploma or degree in Occupational Health and Safety (preferably from a technical institute) is required, and a Canadian Registered Safety Professional (CRSP) designation will be considered an asset. Applicants interested in this opportunity are asked to submit a resume and cover letter sharing why they are interested in this opportunity to become the newest member of our team!

This exempt position offers a salary range starting at \$95,954 annually and an extensive benefit package including a compressed work week. The City offers a competitive salary and an excellent benefits package. Applicants under consideration may be required to undergo a police security clearance evaluation.

Please apply online at www.coquitlam.ca/careers by 11:55pm May 25, 2021

*The City of Coquitlam is an Equal Opportunity Employer.
We thank all applicants for their interest; however, only those selected for an interview will be contacted.*