



**THE CORPORATION OF THE CITY OF NORTH VANCOUVER**  
**OCCUPATIONAL HEALTH & SAFETY ADVISOR**  
**Temporary Full Time**

The City of North Vancouver is the urban core of the beautiful North Shore and has a long-term vision to be “The Healthiest Small City in the World”, with five key priorities to be a City for People, a Liveable City, a Vibrant City, a Connected City and a Prosperous City.

We are looking for a temporary full time Occupational Health & Safety Advisor to join our team until approximately December 2024.

As a dynamic, self-motivated OHS professional with extensive experience, you will have strong problem-solving capabilities, with a demonstrated ability to effectively lead, manage and prioritize multiple demands, be an excellent communicator, with a strong work ethic, excellent interpersonal skills, and able to deal effectively with employees in a unionized environment, the public, officials and external agencies to continue to foster a safe and healthy working environment.

As an OHS Professional, you will collaborate with other internal departments to deliver occupational health and safety programs, initiatives and training and will provide information and guidance on health and safety matters, including OHS policy and procedures. You will also conduct workplace inspections and safety audits and coordinate workplace health and safety. Using your superior analytical skills and research abilities you will be responsible for monitoring and tracking employee claims/injuries/illness/accident data to identify trends and implement proactive workplace strategies. Together with your responsibility for investigating workplace accidents and processing accident claims, you will liaise with WorkSafeBC and other agencies and be the City’s representative before WorkSafeBC and other forums. This will include researching, preparing and filing the required written documentation. An understanding of disability case management would be advantageous, as you will also collaborate with HR team members on disability case management.

You will have several years of progressive experience in health and safety, advising in a unionized environment, together with a diploma or degree in occupational health and safety, or an equivalent combination of education, training and experience. A thorough knowledge of relevant legislation (Workers’ Compensation Act, WorkSafeBC OHS Regulations and rehabilitation/claims services and policies) is required. A knowledge of labour relations legislation, as it applies to health and safety in the workplace would be an advantage. Preference will be given to applicants with the Canadian Registered Safety Professional (CRSP) certification. Proficiency with Microsoft Office and a valid Class 5 BC Drivers’ License are also required. Level II First Aid Certification would be an asset, together with a knowledge of occupational first aid requirements.

During the recruitment process, applicants will be requested to provide a current Police Information Check (PIC).

We offer an attractive remuneration and benefits package for this exempt position, including a compressed work schedule.

If you are passionate about making the City of North Vancouver an even greater place to live, work and play, apply online through the Career Portal at [www.cnv.org](http://www.cnv.org) by **Monday April 3, 2023**.

Thank you for your interest in the City of North Vancouver.

Posting: 2023-0028

March 7, 2023