



Health and Safety Specialist

Competition # 23-050
Status: Regular Full Time Exempt
Department: Human Resources
Closing: Open Until Filled

Come grow with The City of Maple Ridge! Are you a team player with a "can do attitude", excellent communication and customer service skills? We have the perfect opportunity for you!

POSITION OVERVIEW

Reporting to the Manager of Employee & Labour Relations and Health & Safety the Health and Safety Specialist is an integral member of the Human Resources team. The ideal candidate is driven, motivated and looking to expand their career in Health and Safety. We offer the ability to apply your creativity to our dynamic work environment that is COR certified. This opportunity will be rewarding for someone who has the ability to work on the fly, who is results oriented, client centered, and wanting to apply their technical knowledge in a progressive organization. This person will have the ability to provide practical health and safety advice with successful outcomes, along with experience of effectively working with a range of internal or external stakeholders and union representatives. We are looking for a natural leader and active team player who takes initiative, is approachable and is able to maintain professionalism at all times.

EDUCATION AND EXPERIENCE

Two-year post-secondary Diploma in Occupational Health and Safety or related post-secondary Human Resource Management or Disability Management courses, a minimum two years related experience; or an equivalent combination of training and experience.

KNOWLEDGE, SKILLS AND ABILITIES

- Considerable knowledge of the Workers Compensation Act and WorkSafeBC OHS Regulations as well as attendance and claims management processes
- Demonstrated ability to provide advice and support managers, supervisors, employees and joint occupational health and safety committee members
- Ability to lead workplace safety inspections, investigations and occupational hygiene testing
- Skilled in written and oral communication/interpretation skills which include preparation of research and statistical reports
- Ability to pull data and develop database reports in order to track safety program metrics
- Ability to navigate and utilize software programs including Office 365 and work with technology effectively and efficiently

- Demonstrated ability to establish and maintain effective working relationships with a variety of internal and external contacts and agencies.

LICENCES AND CERTIFICATES

A valid Class 5 Driver's License in the Province of British Columbia with a safe driving history
Certified Registered Safety Professional (CRSP) designation is considered an asset

EQUITY STATEMENT

At the City of Maple Ridge, we are dedicated to cultivating an inclusive culture that actively values and embraces diversity. We strive to attract and retain a talented, diverse workforce that is broadly reflective of the community we proudly serve. Accommodations are available on request for candidates taking part in all aspects of the selection process by contacting hrenquires@mapleridge.ca.

WHAT WE OFFER YOU

The City of Maple Ridge is a great place to work with competitive compensation packages that include the Municipal Pension Plan, a strong employee wellness program and the opportunity for professional career growth and professional development. If you want to help shape a growing community in a municipality that strives for service excellence, then this is the position for you.

We thank all applicants for their interest, however, only those under consideration will be contacted.