



Safety Advisor/NCSO

- Edmonton, Canada
- Part Time/ Contract

Company Description

First Nations Technical Services Advisory Group Inc. (TSAG) is a not-for-profit provider of quality technical service and training for First Nations in Alberta. Our purpose is to assist Alberta First Nations to achieve and maintain high standards in technology and services within the community.

Job Description

TSAG is actively recruiting an experienced Safety Advisor on a part time basis. The successful candidate will be a driven, results-oriented team player who is ready to help maintain TSAG's Health and Safety Program and COR Certification.

The responsibilities of this position may include but are not limited to the following:

- Conducting and maintaining TSAG's internal safety orientation program
- Tracking training certificates; arranging safety training for employees
- Conduct site inspections, ensuring compliance of internal policies and OH&S regulations
- Provide hazard assessment training for field employees
- Participate in incident investigations
- Ensure that safety orientations for new hires are administered
- Continuous updating of EHS program
- Provide administrative support to EHS Manager
- Participate in monthly safety meetings, engaging with employees, managers
- Preparing safety meeting agenda for departments and presentations
- Ability to travel
- Updating eCompliance

Qualifications

- Only candidates who have a minimum of 5 years safety advisory experience and experience in industrial construction will be considered for this position
- National Construction Safety Officer Certification (or similar designation)
- A strong understanding of Alberta OH&S legislation
- Strong interpersonal skills and communication skills
- Capable of working with limited supervision and able to exercise initiative and sound judgment
- Must hold a valid Driver's License
- Must be willing to work outdoors and able to travel and spend nights away
- Note: The successful candidate for this position will reside in or within commuting distance of the Edmonton, AB area.

Interested applicants can submit a resume and cover letter highlighting qualifications and salary expectations to Cindy Conroy, at cconroy@tsag.net or via fax (780) 483-8632 by 4:30pm, May 31, 2017.

We thank you for your interest, however, only those candidates selected for an interview will be contacted. No agencies please. We regret that we cannot confirm receipt of resume.