

September 17, 2019

JOB POSTING

MANAGER OF HEALTH AND SAFETY

The primary responsibility of the Manager of Health and Safety is to ensure that all team members go home every night, safe and healthy. The Health and Safety Manager holds full responsibility for the health and safety of all team members and sites under his/her management.

The Manager of Health and Safety for Mid-Rise/ICI construction provides leadership and guidance to Senior Management and oversees the day-to-day activities and enforcement of the Health and Safety Program. The Manager of Health and Safety develops policies and procedures, conducts inspections and audits, and advises business unit Managers and Executives on issues of compliance, training and risk. The Manager of Health and Safety works closely with Project Managers and Site Supervisors to ensure site safety is maintained at all times.

As a **Manager of Health and Safety**, you will play a key role in our success as you:

- Follow and consistently demonstrates the Reid's Heritage Group of Companies Core Values and Leadership Drivers
- Communicate regularly with the Reid's Heritage Construction (RHC) Project Managers to ensure consistent and compliant health and safety processes are being followed
- Act as main Health and Safety resource person for RHC Construction sites.
- Establish and maintain good working relationship with Ministry of Labour and OCOT
- Oversee and manage RHC Construction Health and Safety Program both internally and externally
- Conduct monthly on-site safety audits and issue written reports within 24 hours of inspection
- Conduct Health and Safety meetings; provide training to team members
- Participate in Joint Health and Safety Committee meetings and keep accurate record of minutes and send to appropriate designates
- Assist with the Emergency Response System for all RHC construction sites
- Implement Health and Safety orientation training and development for new site team members
- Monitor workplaces and report and/or provide recommendations with regards to issues of non-compliance and potential risk to RHC
- Implement the required education and training initiatives
- Investigate incidents/accidents providing necessary documentation and corrective actions, including training
- Manage safety providers, trainers and suppliers as required
- Coordinate with Hy-Mark and RHC Manager of Health and Safety to ensure consistent application of standards across business units
- Conduct quarterly review of Health and Safety Manual. Update and enhance manual so it is current and relevant to the business units.
- Stay current on standards and legislations; communicate pending changes and provide implementation plans

- Act as business unit's point of contact during incident. Provide incident management plan for incidents.
- Participate in Lesson Learned meetings to advance team members knowledge of Health and Safety best practices. Ensure distribution of Lesson Learned information to all team members.
- Conduct orientation training seminars for new trade and supplier partners
- Manage follow-up on Health and Safety deficiencies or performance issues through to final resolution
- Provide effective Health and Safety risk management strategies
- Track and keep current matrix of team members trade licensing, safety training, and ratio's for quick review and reference. Guide team members on how to communicate with inspectors.
- Truck and construction equipment inspections done monthly and logged. Review site equipment service logs monthly.
- Other tasks as assigned.

As a **Manager of Health and Safety**, you will apply your:

- Commitment to our organization's progressive culture, including our company Core Values and Leadership Drivers
- University Degree or Diploma in Health and Safety or related discipline
- 8 to 10 years of managerial experience
- 8 to 10 years of experience in construction health and safety
- Experience with gaining COR certification
- Completion of an accredited Occupational Health and Safety certification program
- Willingness to travel to various construction projects or workplaces in the province
- Team player with a commitment to continuous improvement in health and safety
- Ability to schedule work, communicate findings and enforce health and safety requirements
- Excellent written and verbal communication skills
- Ability to motivate team members, contractors and trades
- Proficient in Microsoft Office Suite Programs
- Construction Safety Officer Certification or Certified Registered Safety Professional status would be an asset
- A valid class G driver's license and clean driver's abstract

Interested persons are asked to forward their resume by email at hrinfo@rhcbuilds.ca.

