



## **EMPLOYMENT OPPORTUNITY**

### **OCCUPATIONAL HEALTH AND SAFETY OFFICER**

The District of Oak Bay is a picturesque seaside community located within the Greater Victoria Region, with a population of +18,000. While offering all the amenities of a large metropolitan urban centre, Oak Bay has succeeded in maintaining all the peacefulness and charm of a small town. Residents enjoy an exceptional quality of life, with miles of spectacular West Coast shoreline, brilliant beaches, parks and greenspace, quaint tree-lined streets and vibrant, boutique villages just beyond their doorsteps.

We are currently looking to hire a regular full-time Occupational Health and Safety Officer to join our team. Reporting to the Director of Human Resources the Occupational Health and Safety Officer will be accountable for supporting and contributing to the development, implementation, coordination and administration of the District's Occupational Health and Safety program. The Occupational Health and Safety Officer will work collaboratively with our leadership and management team, employees, Union representatives, contractors and Workplace BC to resolve health and safety issues and ensure compliance with applicable legislation and regulations. The Occupational Health and Safety Officer will ensure a coordinated, proactive approach to health and safety and disability management and will model and promote a "safety first" workplace culture.

In addition to current knowledge of relevant occupational health and safety policies, procedures and regulations our ideal candidate will have strong relationship building skills and the ability to work collaboratively across all departments. You will be motivated and self-directed with the ability to thrive independently in your position while, at the same time, work effectively as part of a team. Our ideal candidate is a great communicator who builds confidence and trust and possesses strong planning, organizational and time management skills.

To be successful in this role you will have an undergraduate degree or diploma in Occupational Health and Safety or related field and a minimum of 3 years of recent experience in designing and implementing safety programs, conducting safety audits, delivering safety related training and administering disability management programs, preferably within a municipal unionized environment. A Canadian Registered Safety Professional (CRSP) designation is preferred.

This position offers a competitive salary and benefits package, a supportive work environment and continued career and professional development. The District of Oak Bay is committed to fostering a workplace culture of empowerment, accountability and teamwork.

If you are interested and your qualifications and interests are a great match for our needs, please apply, in confidence, by **4:30pm on April 30, 2021** to:

[oakbayjobs@oakbay.ca](mailto:oakbayjobs@oakbay.ca)

A detailed job description can be found on our website at: <https://www.oakbay.ca/municipal-hall/employment-volunteering/employment> which outlines in more detail the key accountabilities and required qualifications.

*We thank you for your interest in working with the District of Oak Bay*

*Only those selected for an interview will be contacted*