

## **Safety Advisor (Permanent, Full-Time) - 1314**

### **Close Date**

April 21, 2024

At the City of Kamloops, we believe in progressive and barrier-free recruitment for everybody every day. This means employment opportunities for all in a safe, inclusive and diverse workplace. We know our city is stronger when we hire qualified individuals from different backgrounds with diverse experiences, cultures and perspectives.

We are focused on creating the highest levels of service excellence, based on an organization-wide community culture that celebrates our employees who make it all happen. We are known as Canada's Tournament Capital and are famous for our hospitality and community spirit, traits that make us a leader! Recreation, sports, arts and culture, health care, social activities, volunteerism, and affordable housing all meld to form a unique blend of big-city amenities with small-town ambience. This is Kamloops!

*Let's make Kamloops shine! Join our team today.*

### **Position Overview**

The City of Kamloops has an exciting opportunity for a permanent, full-time Safety Advisor to join the Human Resources and Safety Department. The Safety Advisor is responsible for ensuring Municipal, Provincial, and Federal regulatory compliance and in helping to maintain a safe and healthy workplace. The Advisor plays a significant role in eliminating or reducing the high costs associated with injuries, penalties, property damage, and fines. The Safety Advisor is also responsible for coordinating in-service training programs, conducting inspections, and performing complex investigations, including those involving significant motor vehicle incidents.

If you share our corporate values and are Trusting, Health Conscious, Cooperative, Inclusive, Purposeful, and Resilient, then the Safety Advisor position may be a fit for you! If you are interested in joining our dynamic team, then apply today!

Please note this is an Exempt Management position with a salary of \$102,057.15. The City also offers a comprehensive benefit package including generous vacation and an Earned Days Off program. Along with these benefits, the City provides access to fitness facilities, various instructed programs, and community volunteer/engagement opportunities.

**If we are unable to find a fully qualified Safety Advisor, we will be seeking a Training Opportunity to fill this role! With this opportunity, the successful candidate will have the opportunity to be supported in obtaining the required qualifications of this role.**

The successful candidate for the fully qualified Safety Advisor position must have the following qualifications:

1. Two-year diploma in OH&S or four-year degree in OH&S related studies, such as Industrial Hygiene; or equivalent combination of education and experience may be considered (CRSP, CIH, ROH).
2. Minimum of three years of experience in a safety practitioner's role.
3. Knowledge of labour relations as related to OH&S issues.
4. Exceptional organizational and time management skills.
5. Verbal and written communication skills.
6. Thorough knowledge of Microsoft Word and Excel, as demonstrated through testing (70% pass required).

For new hires, and for those working in designated positions of trust, including those working directly with vulnerable persons, no formal offer of employment will be made until an applicant completes a police information check.

**Hours & Days of Work**

Monday to Friday  
8:00 AM - 4:00 PM

**Hours per Week**

37.5

Please note if you need assistance or have individual needs or requirements throughout the application process, contact the Human Resources Department by telephone, email [hr@kamloops.ca](mailto:hr@kamloops.ca) or in person at 6-510 Lorne Street so we can better support you.

External job postings are open to everyone. We are an equal opportunity employer and thank all applicants for their interest. Please be sure to review the application requirements of each job you apply for. Only those selected to participate in the recruitment process will be contacted.

Applications are accepted online at [kamloops.ca/careers](http://kamloops.ca/careers).