

Health & Safety Coordinator
Ocean Pacific Marine – Campbell River, BC
\$33.00–\$39.00 per hour | Full-Time, Permanent

Ocean Pacific Marine is a well-established marine repair, refit, and construction company located in Campbell River, BC. We are seeking a **Health & Safety Coordinator** to support our workplace health, safety, and environmental programs across our boatyard, marine retail operations, and vessel construction programs.

This is a **hands-on safety role** suited to someone who enjoys working directly with tradespeople, supervisors, and management in an active industrial environment. The position focuses on safety training, regulatory compliance, workplace inspections, hazard assessments, emergency preparedness, incident follow-up, and continuous improvement.

What You'll Do

- Coordinate employee safety onboarding, orientations, required training, certification records, and training renewals.
- Coordinate and, where qualified, deliver safety training including forklift, aerial/scissor lift, respirator fit testing, first aid, confined space, and fall protection.
- Chair and coordinate the Joint Occupational Health & Safety Committee (JOHSC) and track identified actions through to completion.
- Oversee workplace first aid, fire safety, emergency preparedness, evacuation procedures, and emergency drills.
- Conduct workplace inspections and support vessel and project-specific hazard assessments.
- Work with supervisors and Project Managers to develop safety plans and controls for higher-risk activities including hot work, working at heights, confined space, lockout/tagout, and respiratory protection.
- Coordinate contractor and subcontractor safety orientations and communicate site safety requirements.
- Support incident and near-miss investigations, corrective actions, documentation, and WorkSafeBC reporting.
- Maintain and continuously improve OPM's occupational health and safety programs, procedures, forms, and safe work practices.
- Coordinate environmental safety activities including spill response, hazardous materials, waste handling, and associated documentation.
- Support OPM's ISO 9001 Quality Management System, including audits, corrective actions, document control, and continuous improvement.

What We're Looking For

The ideal candidate has **at least 3 years of experience supporting workplace health and safety programs**, with experience in marine, shipyard, construction, manufacturing, heavy industrial, or trades environments considered a strong asset.

You should have practical knowledge of workplace safety requirements and experience with areas such as inspections, hazard assessments, incident investigations, **confined space, lockout**, working at heights, hot work, or respiratory protection. Strong organization, communication, record-keeping, **technical writing, Microsoft Office, and general computer skills** are important for this position.

Relevant certifications may include **Confined Space Entry Supervisor, Fall Protection, Occupational First Aid, JOHSC training, Respirator Fit Tester, forklift/aerial work platform instructor, and incident investigation training**. Candidates working toward an occupational health and safety certificate, diploma, or professional designation are encouraged to apply.

You do not need to arrive with every certification. Ocean Pacific Marine is prepared to support the successful candidate in obtaining additional safety certifications relevant to the position. Existing qualifications that allow you to deliver workplace safety training are an asset.

Why Join Ocean Pacific Marine?

Ocean Pacific Marine has been serving the marine industry in Campbell River since 1985. Our work ranges from commercial and recreational vessel repair and refit to complex government vessel projects and new vessel construction. This position offers an opportunity to take an active role in strengthening the safety culture of a growing marine operation while continuing to develop your own professional safety qualifications.