

# Safety Coordinator

## Region: Campbell River, Vancouver Island, BC

### Position Summary:

Reporting to the Owner/President and Construction Manager, you will be part of a dynamic group of construction professionals taking on small to mid-sized civil utilities and infrastructure projects. This role is responsible for ensuring compliance to OH&S legislation, policies and procedures while providing support to management and site personnel to promote a culture of safety.

### Duties and Responsibilities:

- Ensure compliance with all OHS legislation and WorkSafe BC regulations, standards and guidelines.
- Work with site personnel to perform site inspections, conduct investigations, report and follow up on injuries, accidents and near miss incidents.
- Conduct regular site safety meetings, inspections and audits. Identify and review health and safety concerns.
- Develop Emergency Response Plans (ERPs) and Site-Specific Safety Plans (SSPs).
- Develop, communicate and train on safe job procedures and safe work procedures.
- Assist with WorkSafe BC claims management.
- Monitor, procure and inspect PPE and safety supplies inventory.
- Advise management on training requirements.
- Conduct safety orientations for new employees.
- Be an ambassador for a safe work culture and environment.
- Administer First Aid as necessary.
- Other duties as assigned.

### Education and Qualifications:

- Minimum 5 years of safety related experience in the construction industry.
- Valid BC Driver's License
- Construction Safety Officer certification (CSO)
- Construction Safety Training System Certification (CSTS)
- Valid Occupational First Aid Level 2 (OFA Level 3 considered an asset).
- Knowledge and experience of COR considered an asset.
- Demonstrated knowledge of OH&S legislation and WorkSafe BC regulations, guidelines and standards.
- Certification to be able to train in the following is considered an asset; Confined Space, WHMIS, Fall Prevention & Protection, Asbestos Removal.

### Skill Requirements:

- Strong computer skills including proficiency with Microsoft Office Suite.
- Well organized with an ability to prioritize and multi-task in a demanding, fast-paced environment.
- Excellent problem solving and communication skills (verbally and written).
- Ability to maintain clear and accurate documentation.
- Strong leadership and interpersonal skills.

### Compensation:

Wacor offers a competitive compensation and benefits package which will be commensurate with experience and education.

### About Wacor:

Wacor Holdings Ltd. has grown from a small family operation to one of the largest civil infrastructure contractors on Central Vancouver Island. Possessing a large fleet of trucks and equipment, the company has a diversified background in several construction markets. Wacor's list of completed jobs includes roads and highways, mining, airport runway rehabilitation, infrastructure replacement, residential and commercial subdivision developments, and landfill closure projects. Wacor is currently implementing its growth strategy by hiring and investing in experienced leaders in the construction industry who share the same vision of safety, quality, and service.

Wacor supports a collaborative team environment and values motivated individuals who take pride in their work. If you want to be part of an energetic, exciting team of professionals, and want to work in an environment where hard work is recognized, appreciated and rewarded, please apply for this position by emailing your cover letter and resume to [projects.coordinator@wacor.ca](mailto:projects.coordinator@wacor.ca).

Please note that due to the large number of applicants that we receive, only those applicants who are shortlisted will be contacted. We would like to thank all applicants for their interest.

This job posting closes at 5:00 pm on Monday, September 25th, 2017.