

Job Title:	Health Safety & Environment Advisor (HSE)
Reports To:	Vice President
Location:	Field: 80% Office: 20%
Level/Salary Range:	
Summary of Position:	
<p>Reporting to the Vice President, the Health and Safety Advisor is the core resource ensuring CKB's safety and loss management programs are delivered in a manner that supports incident, accident and injury free workplaces.</p> <p>The individual will have proven success influencing safety culture amongst multiple sites. Focus directed to educating, guiding and providing recommendations to employees and leaders while following all policies and applicable laws is crucial.</p>	
Role & Responsibilities:	
<ul style="list-style-type: none"> • Identify best practices and lead initiatives to reduce risks, raise awareness and improve safe work practices. • Act as first contact with owners/ clients while confidently driving safety initiatives and implementations at project level • Exhibit a high degree of professionalism when working with all levels of the company, clients/ owners. • Have thorough understanding of project progress and ability to provide safety updates as it pertains to the specific project. • Develop relationships with project leaders supporting them with safety performance including ongoing feedback; • Provide high level of visibility in the field by performing daily tours, inspections and building crew relationships; • Interpret and advise employees on compliance as it relates to OHS and company standards; • Maintain current knowledge of OHS & WCB regulations; • Complete documentation required for injury claims and liaise with WCB to resolve any issues; • Review safe work procedures for compliance and recommend changes as required; • Conduct reviews of project execution plans to identify risks and develop appropriate mitigation; • Assist with the development and implementation of EH&S programs and procedures.; • Provide advice on the safety procedures and practices contained in the company safety management system; • Monitor, audit and support safety programs and procedures to ensure effectiveness.; • Monitor and trend safety activities; FLRA's, Safe Work Observation, Near Miss, inspection, and safety meetings; • Conduct safety audits in accordance with CKB requirements; • Assist management with incident investigation and reporting; • Assist with the management and review of subcontractor safety programs; • Perform incident investigations with management and causal analyses ensuring communication and closure of investigation; • Report company safety and loss management performance as required and communicate with the respective representative; • Take appropriate action for all safety related concerns; • Facilitate investigations and development of the corrective actions; • Prepare weekly, monthly and annual reports as required; • Other duties as assigned. 	

Qualifications, Education and Certification:

- Minimum five (5) years in a Safety Advisor role with minimal supervision
- Experience in heavy equipment or heavy civil construction
- Active NCSO designation and Alberta First Aid is required
- Strong working knowledge of WCB Case Management (claims management, cost reduction and appeals)
- Candidates must have strong leadership skills/ behavioral characteristics in the form of: assertiveness, strategic/ critical thinking, showing initiative and emotional intelligence.
- Valid tickets in the following disciplines:
 - Ground Disturbance Level 2 Supervisor
 - CSTS 2020
 - WHMIS 2015
 - Fall Protection
 - Confined Space
 - Flagger tickets
- Preference given to candidates with Train the Trainer in the above disciplines
- Experience in ISNet World and Avetta
- Working knowledge of provincial legislation, OH&S policies, standards, legislation and procedures as it relates to civil construction
- Superior problem-solving and critical thinking skills
- Proven ability to take initiative, influence and motivate
- Ability to tactfully work with others and cooperate with all levels of the company
- Demonstrate sound judgment through effective communication of technical knowledge and passion for HS&E
- Must have a current record of continuous professional development
- Proficient computer skills, specifically with MS office (Word, Excel, Outlook)
- Experience with Set Safety software is an asset
- Valid Class 5 drivers license and clean abstract required