



Safety Advisor

(Project Based - Inuvik - Rotational Schedule)

Build More Than Just A Career

Our people are our success. They are also adventure-seekers and difference-makers who are committed to a shared vision – to offer the best of the best in project delivery services. When you join ONEC, you join a community that seeks to help you build more than just a career. You will build working relationships and partnerships that become friendships, build ideas that become realities and build skills that help you grow personally and professionally. We want you to love what you do so that together we can do great things.

About ONEC

ONEC Group has been building projects in Western Canada for over 20 years. As an EPC and EPCM provider, our services include multidisciplinary project services including project & construction management, engineering & design, procurement & logistics, geomatics & survey, fabrication & construction, mechanical & electrical installation, and scaffolding & insulation. We are the only mid-sized firm in our industry that offers this collective expertise under one roof. Because of our company's size, clients get to know our team and always work with the same people, resulting in stronger working relationships and efficiency. We are agile in our approach to project delivery because we are able to pivot quickly and adjust our standard processes to suit specific clients' needs. ONEC believes in local leadership and we engage top talent from the communities we work in. We understand that local knowledge and presence are key to not only our overall business success but the economic success of the communities we work in.

Career Details

Job Title: Safety Advisor (Project Based - Inuvik - Rotational Schedule)

Number of Openings: 1

Job Type: Full-Time/Contract

Minimum Level of Education: NCSO Certification

Shift: 3-4 Month Contract Term; 10-12hrs/day; Overtime after 8hours and/or 40hrs per week

Travel/Accommodations: Flights provided/Hotel provided; LOA \$100/day

Office Location: Inuvik, NWT

Application Deadline: Until Filled

Other: Preference given to qualified local & Gwich'in Members

Position Summary

This is an on-site, field-based, rotational position located in Inuvik, NWT. You will work closely with operations management to promote a positive safety culture while continually anticipating and assessing health and safety hazards that may be encountered by ONEC personnel and sub-contractors to ensure the risks are effectively eliminated or controlled.

Other responsibilities include:

- Leading by example by providing Professional Health and Safety leadership and advice for maintaining Workplace Occupational Safety and Health compliance.
- Providing support for managerial personnel, employees, and sub-contractors to identify and address health and safety hazards and Health and Safety program needs.
- Assisting and coaching site management with performing safety functions including formal investigations, daily/weekly/monthly safety meetings, safe work procedure development/revision, job hazard assessment processes, and worker safety education.
- Assisting operations in project Health and Safety planning.

- Reviewing and assisting with job hazard assessments, preparation of safe work plans, and safety assessment checklists.
- Monitoring, coordinating, and interacting with company, subcontractors, and client personnel to ensure health and safety compliance with client site, project policies, procedures, and guidelines. The individual will rely upon his/her experience, interpersonal skills, and knowledge of the Health and Safety field to ensure task completion follows project policies, procedures, and guidelines, consulting with their direct report as required for further guidance. This involves monitoring the corporate safety program administration for the site or project they are assigned to (i.e., monitoring items such as supervisor inspections, safety meetings, permits, Job Hazard Assessments, Site Health and Safety Plans, etc.).
- Interacting with site assigned ONEC, customer, and subcontractor personnel along with regulatory agencies to research and interpret standards, codes, and regulations.
- Monitoring the training records of ONEC personnel on site to ensure the minimum Health and Safety training requirements stipulated by ONEC and the client are being met. This includes developing, coordinating, and/or administering necessary safety training programs as required.
- Monitoring and evaluating the effectiveness of safety devices, processes, and procedures.
- Performing and documenting inspections and audits on company, subcontractor activities, and operations to ensure conformity in all areas of Health and Safety.
- Conducting daily site audits to assure compliance with Corporate Health and Safety policies, programs, documentation, procedures, guidelines, and proper work practices to maintain a safe and healthful operation and work site.
- Working in partnership with site management and client Health and Safety Departments to establish an open communication network.
- Serving as a member of applicable Site Health & Safety Committee(s).
- Attending client and operations health and safety meetings to review safety initiatives, concerns, or issues so they can be communicated or acted upon as required.
- Communicating meeting summary reports with site management and employees as required.
- Investigating near misses, incidents, and raised safety concerns in partnership with management.
- Ensuring all necessary communications and paperwork are complete, recommending appropriate corrective actions, and monitoring the follow-up of preventive action commitments by management.
- Notifying immediately (within one hour or as soon as practical) the Corporate HSE Director of any severe accident, property damage, incident, etc., providing the nature of accident, extent of injury, personnel involved, property loss, etc.
- Assisting in the development and implementation of administrative recordkeeping systems and standards to capture and analyze Health and Safety performance.
- Administrative functions may include safety document collection, safety performance statistical tracking for the assigned site, report writing, data entry, etc.
- Providing daily safety performance reports (KPIs) to ONEC Operations Team, Corporate HSE Director, and/or the client as requested.
- Playing an active role in creating a respectful, inclusive, and safe work environment.
- Completing all mandatory internal training.

Our Ideal Candidate

- Has successfully completed NCSO/CSO.
- CSTS 2020 & WHMIS 2015.
- HSE certificate or CRSP considered an asset.
- 3-5 years of experience in the HSE field.
- Experience working in multitude of areas oil sands, civil, construction, and mining considered an asset.
- Working knowledge of Microsoft Suite considered an asset.
- Strong working knowledge of OHS legislation considered an asset.
- Ability to read, understand, and implement health and safety management systems.
- Comfortable in an indoor office setting at a computer station.
- Regularly sitting, lifting, standing, walking, writing, reading, and typing.

- Occasionally required to stoop, kneel, crouch, crawl, and lift and/or move up to 50 pounds.

Application Instructions

ONEC Group is an equal opportunity employer. Positions are filled by means of open competition where the selection is based on job-related skills, training, experience, and suitability. Final candidates will be asked to provide references. The results of the reference check must be acceptable to ONEC Group. We also consider different experience levels and knowledge and candidates with less experience may be considered for lower-level positions.

We thank all applicants in advance however only individuals selected for interviews will be contacted.

ONEC Group accepts resumes via online application at <http://onecgroup.com/careers/> or via email at hr@onecgroup.com. Please only submit in Word format.