

SIKSIKA TRIBAL ADMINISTRATION

EMPLOYMENT OPPORTUNITY

SERVICE AREA: Siksika Tribal Management **COMPETITION:** STM-02-02-13-23
DEPARTMENT: Siksika Quality Control
POSITION: Occupational Health & Safety Advisor **DATE POSTED:** 02-13-23
SALARY: Based on Education & Experience **DEADLINE:** 02-27-23
STATUS: **NOTICE: DEADLINE TIME TO SUBMIT IS 12:00 PM (NOON)**

General and Responsibilities: Duties include but are not limited to:

The Occupational Health and Safety Advisor is a vital member of the Siksika Nation Administration. They are responsible for ensuring that employers and employees comply with safety legislation and safety policies and practices are adopted and adhered to. The OHS Inspector is required to demonstrate a high level of professionalism and excellent interpersonal skills to be able to deal positively with all Nation Members, suppliers, consultants, contractors, and government officials

Duties & Responsibilities: Duties include but are not limited to:

- Create and develop Siksika HSE policies, procedure's, standards and performance criteria.
- Inspects work environment, machinery and equipment in establishments, other work sites for conformance with government standards according to procedure or in response to complaint or accident.
- Initiate enforcement procedures to fine, or to close an establishment, contravening municipal, provincial or federal regulations.

MINIMUM QUALIFICATIONS:

Required Knowledge, Skills and Abilities:

A broad understanding of the HSE regulatory process and principles; Experience working directly with and supporting trades and production staff in process improvement and implementation is an asset; Exemplary interpersonal skills and exceptional verbal and written skills; Working knowledge of PPE requirements and OHS standards; High degree of accuracy and attention to detail; Working knowledge of safety, human rights and labor standards legislations in Alberta; Excellent time management and organizational skills; Credible and able to set a good example in relation to health and safety.

Education and Experience:

- University or College diploma or degree in OHS
- A minimum years hands on experience in Health and Safety.
- CRSP Canadian Registered Safety Professional is an asset.
- Minimum three years' experience in a production or construction environment.
- Working knowledge of Western Canadian provincial H&S legislation and safe work practices.
- Previous experience with LOTO, Fall protection, and WHMIS practical application an asset.
- Occupational health and safety officers should be certified with the Association for Canadian Registered Safety Professionals

Other:

- Excellent knowledge and understanding of Blackfoot language and culture.
- Valid Alberta Class 5 Driver's License
- Criminal Record Check

Please Contact Human Resources For a Full Job Description

SUBMIT APPLICATIONS & RESUMES TO:

Email: recruitment@siksikanation.com

Direct Line: 403-734-5567/5579

