



EMPLOYMENT OPPORTUNITY

HEALTH & SAFETY/ RISK MANAGEMENT OFFICER

The Municipality will be accepting applications for the position of HEALTH & SAFETY /RISK MANAGEMENT OFFICER

This **half-time, permanent** position is primarily responsible for providing assistance to the Public Works Assistant Superintendent and the Public Works Superintendent in the professional, administrative and technical leadership and support for all aspects of Municipal safety, accident investigation, injury prevention, insurance claims, risk management and occupational health & safety.

Applicants must possess the ability to perform the following requirements:

- Lead the development of corporate safety, employee safety policies and Risk Management with the Joint Health & Safety Committee.
- Assist with the monitoring of legislation and safety policies to ensure compliance with all applicable provincial and federal legislation.
- Assist with the monitoring of safe working practices, including regular site inspections at Municipally owned facilities and worksites.

QUALIFICATION REQUIREMENTS

- Successful completion of Grade 12, supplemented by a post-secondary education in Health & Safety or equivalent experience.
- Hold the Alberta Municipal Health & Safety Association (AMHSA) certified peer auditor or the ability to obtain this certification.
- Valid First Aid/CPR and/or other in-house safety and risk training courses or the ability to obtain.

A detailed Job Description is available at the Municipal Office and on our website at town.crowsnestpass.ab.ca

Interested candidates should forward their resume, including references, to the attention of:

Lynne Cox
HR Coordinator
MUNICIPALITY OF CROWSNEST PASS
P.O. BOX 600
CROWSNEST PASS, Alberta T0K 0E0
PHONE: (403) 562-8833 FAX: (403) 563-5474
E-MAIL: execasst@crownsnestpass.com

Applications will be accepted by the undersigned up to and including Friday, JULY 10, 2009

We would like to thank all applicants for their interest but only those candidates selected for an interview will be contacted.