

# Careers

## Occupational Health & Safety Coordinator (12+ month term)



### Safety first!

Join our Occupational Health & Safety team and help ensure our staff are safe at work! You will support safe work practices throughout the City by coordinating, tracking, and supporting safety programs, systems, committees, and training. This role also liaises with Occupational Health & Safety committees, conducts field inspections, advises supervisors on the application of the City's Safety Management Systems, writes reports, performs statistical analysis and provides hands on Level II First Aid services.

### Qualifications

We are looking for someone with superior organizational and administration skills along with excellent communication and inter-personal abilities. A working knowledge of appropriate WorkSafeBC and other related safety standards is important for the role, as is related post-secondary education in the following:

- Level II First Aid
- Post-secondary courses related to Occupational Health & Safety
- Working towards a safety designation is an asset (CRSP, CSO, CRST, etc.)
- Equivalent combination of education and experience

Help create Kelowna as a *City of the Future*. Our diverse and dynamic team strives to innovate to make things better, work as one team, serve proudly and lead responsibly. Live, work and play in one of Canada's fastest growing cities. Kelowna boasts miles of lake access, public areas and outdoor recreation opportunities, a vibrant downtown and cultural scene, healthy and connected neighbourhoods, and a world-renowned College and University. You're only a quick link to the world via the Kelowna International Airport.

Grow your career in an organization that supports employee work-life balance and career and professional development. This exempt position offers a salary range of \$72,000 to \$84,000, employer-paid comprehensive benefits, an earned day off program, paid vacation and one of Canada's top pension plans.

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For further information or to apply, please check our website at [www.kelowna.ca/careers](http://www.kelowna.ca/careers)

Applications must be received by end of day **August 16, 2024**.

*Applicants not contacted within three weeks of the closing date are thanked for their interest*