

Junior Safety Advisor - 1495

Close Date

December 1, 2024

At the City of Kamloops, we believe in progressive and barrier-free recruitment for everybody every day. This means employment opportunities for all in a safe, inclusive and diverse workplace. We know our city is stronger when we hire qualified individuals from different backgrounds with diverse experiences, cultures and perspectives.

We are focused on creating the highest levels of service excellence, based on an organization-wide community culture that celebrates our employees who make it all happen. We are known as Canada's Tournament Capital and are famous for our hospitality and community spirit, traits that make us a leader! Recreation, sports, arts and culture, health care, social activities, volunteerism, and affordable housing all meld to form a unique blend of big-city amenities with small-town ambience. This is Kamloops!

Let's make Kamloops shine! Join our team today.

Position Overview

At the City of Kamloops, we are committed to maintaining a safe and healthy working environment for all of our employees. We strive to promote best practices in health and safety. We are looking for a Junior Safety Advisor to join our team and contribute to the ongoing development and implementation of safety procedures within our operations.

We are seeking a motivated and proactive Junior Safety Advisor to assist our Safety Team in implementing safety protocols and ensuring compliance with regulatory requirements. The ideal candidate will have a passion for safety, a strong attention to detail, and a desire to grow within the field.

As a Junior Safety Advisor, you will support safety audits, risk assessments, incident investigations, support our joint occupational health and safety committees, and help implement safety training programs for employees. You will work closely with management and frontline workers to foster a culture of safety across the organization. This is a critical role as the incumbent will also be a designated first aid attendant for our organization. If this sounds like a good fit for you, apply today!

This is a management position with a salary of \$83,547.75 and includes a comprehensive benefits package including generous vacation and an Earned Days Off program. Along with these benefits, the City provides access to fitness facilities, various instructed programs, and community volunteer/engagement opportunities.

Make a positive impact on the community. You can feel a sense of pride as you enjoy the lifestyle Kamloops offers because you are part of creating and sustaining it.

Our ideal candidate will possess the following qualifications:

1. Completion of a Certificate in Occupational Health and Safety.
2. One year of previous experience in a safety practitioner's role.
3. Minimum two years of previous office administration experience.
4. Exceptional organizational and time management skills.
5. Excellent verbal and written communication skills.
6. Thorough knowledge of Microsoft Word and Excel, as demonstrated through testing.
7. Local travel is required for this position; must hold a valid BC Class 5 Drivers License.
8. Valid Occupational First Aid Level 2 certification.

Hours & Days of Work

Monday to Friday 8:00 a.m. – 4:00 p.m.

Hours per Week

37.5

Please note if you need assistance or have individual needs or requirements throughout the application process, contact the Human Resources Department by telephone, email hr@kamloops.ca or in person at 6-510 Lorne Street so we can better support you.

External job postings are open to everyone. We are an equal opportunity employer and thank all applicants for their interest. Please be sure to review the application requirements of each job you apply for. Only those selected to participate in the recruitment process will be contacted.

Applications are accepted online at kamloops.ca/careers.