

Manager, Health, Safety and Environment

Location:	Surrey, BC
Closing Date:	May 31, 2018
Start Date:	Immediately

COMPANY OVERVIEW

Arctic Arrow is a Canadian owned and operated company specializing in powerline transmission, distribution, and underground cable work. We offer exemplary construction and maintenance services in the power utility sector across Canada and operate out of offices located in Surrey, Cranbrook, Sparwood, Fort St. John and Dawson Creek, British Columbia as well as Aldersyde, Alberta.

POSITION OVERVIEW

Reporting to the President, this position is responsible for building corporate Health, Safety and Environmental (HSE) programs across the organization and is accountable for the associated plans, policies, standards and procedures. The Manager, HSE will proactively pursue new approaches and provide innovation to ensure Arctic Arrow employees, contractors, customers and the general public remain safe as well as liaise with Community and Regulatory organizations on behalf of the company on the subject of Health, Safety & Environment.

Please note this position will require a travel component (approximately 25% to 35%).

RESPONSIBILITIES

1. Leadership
 - a. Provides leadership and direction related to occupation HSE
 - b. Manages the Safety Advisors across regions and is responsible for selecting, training, developing coaching and mentoring the HSE Team
 - c. Acts as a member of the leadership team and is a key partner to Department Managers, including the VP, Operations and President
 - d. Represents the company with external regulatory bodies and associations and clients
 - e. Assists in driving continuous improvement throughout the organization; ensuring all projects adhere to applicable federal, provincial, state and client regulations through regular project audits and site visits
2. Safety Programs
 - a. Enhances and implements corporate HSE standards, programs, policies and procedures
 - b. Ensures, through a risk-management approach, required HSE programs, policies, procedures and standards are consistently implemented throughout the organization
 - c. Monitors and responds to changes in occupational HSE, training and worker's compensation related legislation

- d. Work collaboratively to ensure regular and consistent safety meetings are held in all regions and develop content and deliverables as necessary
- 3. Training and Audits
 - a. Ensure all employees and supervisors are provided training to assist in the management and understanding of HSE programs, policies, procedures and standards
 - b. Works collaboratively with Managers to ensure all employees are continuously trained in appropriate HSE programs
 - c. Reviews accident investigation reports to ensure they are detailed, complete and accurate
 - d. Participates in the accident investigation process as required
 - e. Ensures all worker claims and worker's compensation matters are managed according to applicable federal, provincial or state regulations, as well as corporate standards and policies
 - f. Conducts HSE audits at the corporate level, field offices, sites and projects
 - g. Obtain and maintain COR certification; administering internal audits and managing external audit processes
- 4. Administration
 - a. Develop and execute project specific health, safety and environmental plans
 - b. Ensure effective HSE orientations and job competency evaluations are completed in a timely manner
 - c. Maintain an appropriate safety committee structure (JOHSC); assign roles and provide ongoing support as necessary
 - d. Monitor profile results on various HSE portals (ie. ISN, Avetta, Complyworks, etc.)
 - e. Maintain the accuracy and relevance of central company database records
 - f. Communicate updates on all new information from the Extranet, including the circulation of incident reports, safety bulletins, Safety Moments (monthly newsletter), company statistics and safety initiatives (such as PSSP) and other customer required safety course management
 - g. Work collaboratively with the estimating department to ensure HSE is reflected in bid packages, marketing, etc.

QUALIFICATIONS

1. Diploma or Bachelor's Degree in a related field
2. Certified CRSP (Canadian Registered Safety Professional)
3. Qualified Internal COR Auditor (External, preferred)
4. 10+ years' experience in a similar role and within the construction industry (Powerline, preferred)
5. High Risk Experience – powerline, confined space, cranes and rigging, helicopters and ground disturbance
6. Qualifications and experience in conducting Root Cause Analysis Investigations
7. Exceptional analytical, planning and organizational skills
8. Demonstrated ability to develop and implement processes and systems
9. Proven problem solving and decision making competence
10. Ability to successfully negotiate and maintain good working company/union relationships
11. Excellent interpersonal, written and verbal communication skills
12. Ability to deal effectively with all levels within the organization's functional areas and with external customers and regulatory bodies, etc.
13. Ability to visit project sites across Western and Northern Canada, as well as Northwestern United States
14. Proficient in report writing and leading and documenting audits

REMUNERATION

Arctic Arrow offers a competitive compensation and benefits package for the right individual. If you are ready for the next step in your career, please submit your resume in confidence at www.arcticarrowgroup.com/careers.

Please note that due to the high volume of applicants, only those under consideration will be contacted. If you have not heard back from us, please accept our appreciation for your interest.