



**Position:** Safety Advisor

**Reports to:** Construction Safety Manager

**Essential Functions:**

The Safety Advisor is a leader of safety excellence, responsible for ensuring compliance of the Environmental Health and Safety (EHS) plan and assisting in the supervision of the project, and by being present in the work areas.

**Duties:**

- Administer the EHS Program
- Promote the highest level of safety throughout Mosaic Transit Group
- Provide direction and support for managers, supervisors, sub-contractors regarding their responsibilities for maintaining a positive and inclusive safety culture
- Ensure all workplace parties fulfill their responsibilities for the EHS program
- Have good working knowledge of Occupational Health (OHSA) and Safety legislation and Workers' Safety and Insurance Board (WSIB) policies
- Participate/support "pre-planning" stages of work
- Assist in the management of worker's compensation claims
- Conduct workplace safety audits
- Walking the project sites with workers' safety representatives to assess safety and to address deficiencies.
- Ensure subcontractors and employees comply with safety standards
- Other duties as assigned

**Knowledge, Skills and Abilities:**

- Strong presentation skills
- Ability to effectively communicate with tact and diplomacy
- Liaise with external parties such as government inspectors, sub-contractors, and general public
- Proficient in Microsoft Office (Word, Excel, PowerPoint, Outlook)
- Knowledge of Construction projects with a solid understanding of the Occupation Health and Safety Act ("OHSA")
- National Construction Safety Officer (NCSO) required
- Familiar with construction terminology
- Resourceful, organized and understands the principles of Health and Safety Management
- Ability to identify problems or issues and generate solutions, resolve conflicts and make sound decisions
- Effectively present information one-on-one and in small group situations to customers, clients and other employees of the organization
- Adaptable and flexible to an ever-changing environment
- Valid G drivers' licence.
- Minimum 5 years experience in construction Health and Safety.

**Working Conditions/ Physical Effort:**

- On site and at office
- Must be familiar with and have ability to work around high voltage and other utilities such as gas, sewer and water mains.
- Walking on rough terrain, climbing of stairs, ladders, and potential entry into confined space and working at heights
- Work in all weather conditions
- Administration work / Report writing