

HEALTH & SAFETY COORDINATOR

Right Choice Energy Services Inc. (RCESI) currently accepting applications for a **Health & Safety Coordinator**. Reporting to the Health and Safety Manager, the Health & Safety Coordinator will support in the execution of RCESI's Safety Program, policies, and procedures. They will provide field and office support to management and staff before, during, and after project execution. This position will be required to complete various tasks related to Health, Safety, and the Environment to ensure compliance with OH&S legislation, client requirements and RCESI programs. The primary shift for this position is Monday-Friday from 7:00am-5:00pm but availability in the evenings and weekends may be required, as determined by business needs. This position will work in an office setting at our head office in Moose Jaw, as well as field offices in Swift Current and Weyburn, and will be required to travel to various sites across the southern regions of Saskatchewan, Alberta and Manitoba.

HEALTH & SAFETY COORDINATOR DUTIES WILL INCLUDE, BUT ARE NOT LIMITED TO:

- Promote and support the overall health, safety, and work environment by establishing and assisting in the enforcement of RCESI's Health & Safety Program, including all policies and procedures
- Implement and manage the company's competency assessment program
- Monitor and track the safety training requirements for all employees
- Prepare and deliver monthly safety meetings
- Accurately track and report leading and lagging safety statistics
- Support in the employee hiring process
- Complete site visits and inspections to evaluate compliance with safety program
- Schedule and track equipment inspections to support Supervisors with the preventative maintenance program
- Manage the inventory of all PPE and safety equipment including ordering and stocking
- Assist Health and Safety Manager in the completion of incident investigations as needed
- Able to attend safety summits/stand downs as required with clients
- Travel to Alberta and Manitoba as company grows and expands its working area
- Review and update or populate new SWP's as required along with policies
- Ability to make safety decisions in the best interest of the company and enforce them
- Other duties as assigned



THE IDEAL CANDIDATE WILL POSSESS THE FOLLOWING SKILLS AND EXPERIENCE:

- High School Diploma
- Working on or willing to work towards CRSP designation
- Experience in a safety role in the oil and gas industry will be considered an asset
- Proficient in the use of the full Microsoft Suite
- Ability to multitask and adapt to changing priorities
- Excellent verbal and digital communication skills
- Ability to problem solve and provide sound reasoning to support solution
- Must be team orientated and company first focused
- Current and valid First Aid/CPR & H2S certificates
- Must be willing to complete a pre-employment drug and alcohol screening
- Capable of demonstrating worksite mobility including but not limited to: standing, walking, lifting, climbing
- A valid driver's license with a clean driving abstract

RCESI offers competitive wages, a comprehensive group benefits package, an Employer-matched Group Retirement plan, and supports personnel in pursuing higher education by offering training in areas of interest. To learn more about RCESI, please visit rcesi.com. To apply, please submit your application on our website or to admin@rcesi.com no later than **June 12, 2023**. We thank all candidates for their interest, however, only those selected to proceed in the recruitment process will be contacted.

