

Occupational Health & Safety Specialist
Humber College, Toronto, ON
<https://humber.ca/careers/>

Find Your Spot at Humber

At Humber, our career paths open up a world of infinite possibilities for you to explore. People are at the heart of the Humber experience. Here, every day we work shoulder to shoulder to deliver excellence, and in doing so, we redefine what it means to be a leader in polytechnic education. Humber employees are a diverse group of committed, caring and fun-loving people.

We take finding and growing the right talent very seriously. We strive to find and nurture extraordinary employees who bring their best each day.

If you are interested in working in higher education and are looking to contribute to the largest polytechnic College in Ontario, as we shape the future of our students and communities, here is your opportunity to join our team.

Job Details:

Status:	Full Time Administration
Hours:	37.5 hours per week
Department:	Occupational Health and Safety Services Human Resources and Organizational Effectiveness
Campus/Location:	North Campus, 205 Humber College Blvd., Toronto, ON M9W 5L7
Salary:	Band 5 (Min) \$82,728.00 – (Max) \$124,092.00
Deadline to Apply:	March 26, 2023

What you will do:

Reporting to the Manager, Occupational Health and Safety (OHS) Services, the Occupational Health and Safety Specialist position will function collaboratively as a member of the Human Resources/OHS team. The Occupational Health and Safety Specialist is responsible for the development, implementation, administration and promotion of a broad range of occupational health and safety programs at Humber. The incumbent will:

- Develop, seek approval, implement, administer, and maintain the College's Occupational Health and Safety program and procedures in compliance with the Occupational Health and Safety Act and Regulations, and other relevant health and safety related legislation
- Conduct health and safety risk assessments and incident investigations, and make recommendations for controlling workplace hazards, including those related to chemical safety, biological safety, ergonomics, physical safety and workplace violence
- Develop, implement and coordinate procedures and activities related to the management and control of hazardous spills and wastes, in keeping with regulatory requirements

- Work collaboratively with faculties and departments, and act as a resource to provide technical expertise, advice and guidance to management, employees and joint occupational health and safety committees
- Act as a liaison to regulatory agencies and external organizations on health and safety matters
- Generate and communicate reports of workplace injury and incident data for the College
- Develop, deliver and administer in-class and online employee workplace health and safety education and training programs, including promotional educational programs

What you bring to the role:

- University degree in a health or safety-related program, along with a minimum of 5 years of relevant and progressive experience in the occupational health and safety field
- Designation in the field of safety or occupational hygiene (e.g., ROH, CIH, CRSP) or working towards this.
- Demonstrated experience in developing and implementing health and safety programs, conducting hazard assessments and accident investigations, delivering training programs and implementing a chemical safety and hazardous wastes disposal program
- Strong working knowledge of the Occupational Health and Safety Act and regulations, as well as familiarity with relevant health, safety and environmental legislation, codes, standards and guidelines. Knowledge of the Environmental Protection Act and Regulations, the Workplace Safety and Insurance Act and the First Aid Regulation would be an asset.
- Superior verbal and written communication skills; detail-oriented with excellent analytical and organizational skills
- Experience working in a unionized and diverse environment
- Proven ability to work effectively in a team-based environment
- Strong understanding of health and safety best practices with respect to service delivery to client groups
- Ability to work with sensitive/confidential information
- Proficiency with Microsoft Office application
- Experience working in higher education will be considered an asset

What's In it for you?

- An opportunity to have an impact with a post-secondary institution, poised to do great things.
- Diverse, hard-working, committed team of people who care about each other.
- Tools and technology that will allow you to succeed at your job.
- Amazing perks
- Highly supportive work culture

At Humber College we don't just accept difference — we celebrate it! Experience comes in many forms, skills are transferable, and a progressive mindset goes a long way at Humber. If your experience is close to what we're looking for, consider applying and tell us why you are a great candidate for this job. Find your Spot at Humber!

We thank you for your interest in working with Humber College. Only applicants selected for an interview will be contacted. Consideration for Support Staff and Academic positions will be given to internal employees in accordance with the respective Collective Agreements.

Equity, Diversity and Inclusion

Humber College is committed to a workforce that reflects the diversity of our students and our city. We actively seek Indigenous Peoples and individuals from equity-deserving groups with demonstrated skills and knowledge to deal with all aspects of equity, diversity and inclusion in a post-secondary environment.

Accommodation

Humber College is committed to accommodating applicants with disabilities throughout the hiring process, in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). Our HR Generalists will work with applicants requesting accommodations at any stage of the hiring process. This document is available in alternate formats upon request.

Anti-Discrimination Statement

At Humber College, all forms of discrimination and harassment are prohibited. Students and employees have the right to study, live and work in an environment that is free from discrimination and harassment. If you need assistance on concerns related to discrimination and harassment, please contact the Centre for Human Rights, Equity and Inclusion <http://hrs.humber.ca/human-rights-equity-diversity.html> or the Office of Student Community Standards at oscs@humber.ca.

To apply for this position, go to: <https://humber.ca/careers/>