



**The Tricar Group** is an award-winning contractor, specializing in the construction of luxury high rise rental properties and condominiums. Due to our continued growth we offer the opportunity and invite applications for the following, full-time position...

## Health & Safety Manager

As a member of the Construction Management Team you will ensure complete implementation and ongoing improvement of the Health & Safety Program consistent with Tricar Developments policies as well as compliance with all relevant regulations. You will serve as a catalyst and expert resource to promote and maintain a positive safety culture on all job-sites and throughout the company as a whole.

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### Key Responsibilities:

- Develop and maintain a positive and constructive relationship with office and site management, employees and local regulatory agencies (MOL, OHSA, WSIB, etc.).
- Respond to any actions or orders as requested by all regulatory agencies.
- Serve as an expert resource to all employees for information regarding the most current Health and Safety procedures and regulations.
- Monitor the effectiveness of the Health & Safety Program, review and update as required; quarterly updates.
- Evaluate/Audit/Measure job sites for J.H.S.C. requirements, all aspects of First Aid requirements, documentation, posted signage and ensure the appropriate measures are in place in accordance with Tricar Health & Safety policies and procedures as well as all regulatory requirements.
- Evaluate/Audit/Measure known hazards and potential hazards, ensuring implementation of proper controls, and safe operating procedures are in place.
- Ensure site management, site safety representatives and workers are adequately trained for the performance of their tasks.
- Monitor training requirements in a timely manner to ensure all required training is maintained current and applicable to the scope of work being performed. Establish minimal and recommended training requirements for all staff and operatives, review, update and implement.
- Assist the orientation of new workers, trades and suppliers prior to starting work on the jobsite; ensure all required safety training is communicated and Worker Responsibility /Trade statement is signed off in a timely manner.



- Assist the Site Supervisor / Concrete Manager and foremen with project start up for all health and safety requirements
- Manage the external health and safety consultant to ensure the assigned tasks, inspections and audits are fully completed, closed out, recommendations / infractions are complete and communicated to all workers / suppliers / trades.
- Develop and review safe working standards and procedures for to address illness/injury reporting, hazard reporting, emergency evacuation plan, emergency equipment, refusal to work, lock-out, equipment and tools, including: swing stages, MEWP's, man lifts, tower cranes, boom trucks, scaffolding, shoring, temporary platforms, false work, form work. Implement, communicate and train all required workers on same.
- Ensure that Tricar Developments is compliant with all required documentation in a timely and organized manner at all levels – office and jobsites.
- Establish procedures/schedules for Management Inspections using a standard recording system. Ensure proper reporting and follow-up
- Establish procedures/schedules for Health & Safety Committee inspections using a standard recording system. Ensure proper reporting, follow-up and review of same by senior management.
- Identify and establish required pre-use inspections for equipment (ie. crane, boom trucks, loaders, drills, PPE, etc.). Monitor corrective actions required/follow-up. An inventory list and preventative maintenance measures should also be identified.
- Provide expertise for investigations of Health & Safety infractions, injury incidents and near misses. Advise of corrective actions and follow-up mechanisms, and ensure communication of relevant information to management, site supervisors and all employees.
- Investigate all accident/incidents with a complete review of the incident: assessment of the scene, interview of injured worker and any witnesses, identify contributing factors, report same on standard reporting form. Follow-up with recommendations for corrective action, ensure those actions were completed, communicate to all levels of management and workers, and follow up with any notification requirements.
- Review industry and company trends and key performance indicators regularly, implement recommendations to enhance the health and safety program and effectiveness on continuous safety.
- Assist H.R. Administrator in the management of cost control measures; focusing on the object to minimize workplace incidents; manage effective Return to Work programs; manage injured workers and W.S.I.B. claims.



- Integral member of the Management Health & Safety Meetings to initiate the continuous improvement of the Health & Safety program, reviewing it regularly. Establish H&S communication program, communicate all Health & Safety Rep recommendations and integrate into all aspects of the organization.
- Record all Health & Safety program changes.
- Represent Tricar Developments Inc. and participate as a key member of W.S.I.B. Safety Group Program.
- Complete all requirements of the Safety Group to ensure member good-standing is maintained, maximum eligible rebates are received and ongoing improvement to our program continues.
- Enforce Health & Safety policies at all levels; advise management and supervisors of disciplinary policies for all non-compliance acts.
- All other duties as required or assigned.

#### Skills/Requirements:

- Expert knowledge of all federal and provincial regulations for Construction
- 5-10 years of Health & Safety and loss control experience.
- Related construction experience.
- Health & Safety training at all levels, First Aid and 'train the trainer'.
- Excellent management, communication skills, the ability to discipline and to implement change.
- Timely and sound decision-making skills
- Good business focus, ability to interact with all levels of the organization
- Microsoft Office – Outlook, Word, Excel
- Good organizational and time management skills