

## Health & Safety Advisor, Eastern Region (Ontario)

**Company Overview** - PNR RailWorks Inc. is Canada's largest and most experienced full-service railway contractor. Founded in 1961, PNR RailWorks provides track, transit & systems, and signals & communications services throughout Canada through seven division offices.

PNR RailWorks Inc. represents the Canadian operations of RailWorks Corporation, North America's leader in providing track and transit & systems construction and maintenance services. RailWorks is a privately held company with annual revenue of about \$500 million. It has an exemplary record of project accomplishment with experienced leadership and strong financial backing. RailWorks has 2,000 union and non-union employees who are committed to being the premier rail and rail-transit service provider in North America.

### Job Description and Objective –

Reporting directly to the Eastern Regional Manager in Guelph, Ontario, with a dotted line to the Corporate Safety Manager, the Health & Safety Advisor coordinates and administers all aspects of company safety programs. This individual will ensure that safety programs are correctly administered and communicated within assigned region. He or she also will monitor compliance with federal, provincial and local laws and ensure that project sites and offices provide a safe working environment for employees, customers and vendors.

The Health & Safety Manager also will perform the following duties:

- Work with the Regional Manager and the Corporate Safety Manager to develop and implement proactive strategies and initiatives to reduce incidents, accidents, injuries, near misses, and to develop a safety culture in the workplace.
- Administer and enforce Health & Safety Policies, Fitness for Duty Program, project safety, accident, and hazard communication programs to maintain safe work environments.
- Take action to correct and document unsafe employee activities, procedures and practices, implement appropriate corrective measures and recommend

appropriate disciplinary actions when appropriate.

- Inspect work locations to detect existing or potential accident and health hazards.
- In collaboration with Regional Manager, evaluate and help ensure all contractors and sub-contractors understand and meet the Company's safety requirements. Perform appropriate orientation and training as necessary.
- Conduct accident and injury investigations and take necessary documentation and follow-up.
- Schedule and administer employee safety training and maintain related database records and documentation.
- Manage the Workers' Compensation program, claims and modified return to work programs.

### Education and Qualifications –

- Completion of post secondary training specializing in safety such as the Construction Safety Officer Certificate.
- A minimum of 3 to 5 years of safety experience in the construction industry.
- Working knowledge of and experience with federal, provincial and local workplace health & safety legislation, rules regulations and reporting processes and procedures.
- Effective written and verbal communication and presentation skills.
- Proficiency with Microsoft Office suite.
- A valid and clean drivers' license.
- Current First Aid Attendant Certificate.

### Physical Requirements and Working Conditions –

- Physical activity at an onsite/outdoor construction site environment
- Overnight travel to jobsites.
- Exposure to harsh, extreme weather conditions.

**Interested Applicants** – Please forward your resume and salary requirements via email to: [jobs.guelph@pnrrailworks.com](mailto:jobs.guelph@pnrrailworks.com). Please reference #2011-H&S Advisor, Eastern.