

MANAGEMENT SUPERVISOR, SAFETY AND HEALTH

Full Time Employment Opportunity

Reporting to Director, Employee Relations, Safety and Wellness, the Management Supervisor, Safety and Health is responsible for managing the Workplace Safety and Health (WSH) which includes, Fire Safety, Public Health, Environmental Health and Accessibility, programs and initiatives while ensuring alignment with Manitoba Liquor and Lotteries (MBLL) strategic initiatives and core values. The incumbent provides strategic and operational leadership in the development, continuous improvement, assessment, execution, communication, and implementation of WSH programming. The incumbent provides ongoing consultation, collaboration, and support to all levels of management, employees, safety and health professionals, unions, and representatives. This position ensures timely operation and that the program operates in accordance with policies, practices, contracts, legislation, and collective agreements, while maintaining a strong focus on service, employee engagement, process improvement and risk mitigation.

Duties:

- Oversee, monitor, and ensure all elements of the WSH Program are developed, updated, maintained, implemented, and compliant with the legislative requirements of the Workplace Safety and Health Act and Regulations.
- Assist, integrate, and support safety and health practices to influence positive organizational change, drive progressive results, and infuse accountability in various regulatory requirements.
- Identify systematic barriers and apply creative solutions to achieve successful outcomes.
- Respond to fire safety related violation notices and implement control measures to assist in preventing future violations of similar nature.
- Work collaboratively with other management for effectively resolving landlord safety and health issues as they arise.
- Communicate and make sure all parties understand their responsibilities under the WSH Act and Regulations.
- Oversee, monitor, and provide expertise to various WSH committees and WSH representatives and ensure they are fulfilling their roles and responsibilities effectively as internal monitors.
- Represent, collaborate, provide direction, and expertise in a wide range of complex safety, fire/life safety, public health and accessibility issues, cases, practices, and processes to internal and external stakeholders.
- Respond to various requests for safety and health information for reports and documentation, i.e., compliance reports, annual hearing conservation program reports, annual violence prevention reports, indoor air quality reports required by legislation to be produced, implemented (reviewed with WSH committees/representatives) and maintained by the corporation.
- Lead, conduct, monitor, and assign regular inspections of all MBLL workplaces, work processes, and safe operation of equipment and tools and safe work procedures.
- Manage, review, and monitor inspections and investigations of employee/contractor/patron notice of injuries, serious incidents, dangerous occurrences, and work refusals to ensure corrective measures are implemented.
- Ensure a system of evaluation, selection, reporting, and monitoring are followed in dealing with the safety and health hazards/risks associated with contracted employees or self-employed persons in the workplace.
- Identify, assess, and monitor potential hazards/risks, which may result in injury to employees or patrons in consultation with workplace representatives, and make/implement recommendations towards controlling those hazards and follow up.
- Develop, implement, and monitor programs to control any biological or chemical substances which are used, produced, stored, or disposed within the organization (i.e., controlled products, asbestos, mold, indoor air quality, respiratory and hearing conservation program) to assist in prevention to undue exposure.
- Identify and rectify issues, weaknesses, and concerns with existing programs, policies, and procedures by maintaining current knowledge of industry best practices, decisions derived from hearings, arbitrations, case law, data collection, metric reporting, etc.
- Integrate proactive and reactive preventative control measures while promoting a successful return into the workplace post medical, incident response occurrences.
- Ensure Emergency Response program and plans are developed and implemented in a manner that meets regulatory requirements and industry best practices.
- Oversee, monitor, and participate in the First Aid/Emergency preparedness services including auto external defibrillators/chest compression devices, first aid, and oxygen supplies, as well as ascertain all related training requirements are provided and maintained to reduce potential liability issues.
- Maintain safety and health equipment used for assessments, testing and confirmation of exposures or early warning signs including annual calibration, usage and reporting practices.
- Performs other duties as assigned.

Primary Qualifications:

- A minimum of a bachelor's degree or a 2-year diploma or certificate in occupational health and safety.
- Certification as a Canadian Registered Safety Professional (CRSP).
- A minimum of seven (7) years' experience with workplace safety and health programs in a business or industry setting, involving all aspects relative to applicable workplace safety and health, public health, fire safety and accessibility legislation, with a minimum of five (5) years managing the programs.
- A minimum of five (5) years supervisory/leadership experience.
- Demonstrated management experience with the ability to analyze and solve problems independently using good judgement, strong leadership and organizational skills, adoption of best practices, strong initiative and ability as a self-starter, excellent human resource management and labour relations skills.
- In-depth knowledge of applicable Federal and Provincial Safety and Health, Public Health, Fire Safety regulatory compliance and accessibility legislative requirements, Workers Compensation Act, Human Rights Act and Employment Standards Act.
- Excellent written and verbal communication skills. Must be able to facilitate meetings and effectively handle sensitive discussions with tact and diplomacy.
- Excellent interpersonal skills and professionalism to liaise and build positive relationships with employees, management, internal and external stakeholders.
- Intermediate skills in Microsoft 365 (Word, Excel, PowerPoint and Outlook, Teams).
- Experience in financial management which includes planning, forecasting, budgeting, and monitoring of expenditures.
- Have and maintain a valid Manitoba Class 5 Drivers License.
- Continuous on the job learning is required to stay current with changes in the industry.

Secondary Qualifications:

- Bilingual (French/English) language skills is an asset.

****Testing may form part of the screening/selection process. Employment Equity will be a factor in the recruitment process. Circumstances may arise where the bulletin may need to be withdrawn or the number of positions may need to be increased.*

Salary: \$35.23-\$46.71 (under review)
Bargaining Unit: EXEMPT
Location: Buffalo Place

Individuals should apply by completing our online application form at www.mbl.ca/jobs or by submitting a resume and application to careers@mbl.ca

All applications are due by February 1, 2023.

We thank all interested applicants, however, only those selected for interviews will be contacted