

POSITION GUIDELINE

POSITION TITLE	Health and Safety Manager	DEPARTMENT	JNE Welding
REPORTS TO	Chief Financial Officer	VERSION AND DATE	V1 28SEP20

Corporate Overview:

JNE Welding is one of the most diverse custom steel fabricators in Western Canada providing engineer-to-order, custom steel fabrications to the mining, petroleum, gas, heavy oil, energy, and environmental sectors. We are an employer of choice – creating meaningful opportunities for Saskatchewan workers.

Job Summary:

Reporting to the CFO of JNE Welding, the Health and Safety Manager will be first and foremost the guardian of JNE's safety culture. With a target of Mission Zero, this position is responsible for planning, establishing, implementing, and maintaining a variety of health and safety programs to assure the highest possible degree of safety for employees in an environment where results count. We are looking for an individual who has chosen the field of safety as a career, not just a job.

Responsibilities:

The primary responsibilities of the role will include:

- Health and safety policy and strategy development. Work with Executive to develop annual, 3 year and 5 year strategies, targets, and metrics.
- Measure and evaluate the effectiveness of the safety program, using established goals, KPI's and metrics.
 - Ensure that federal, provincial, and local laws, regulations, rules, and codes are observed.
 - Manage HSE recordkeeping and reporting requirements.
- Coordinate and/or deliver safety related trainings for new and existing employees, including new employee safety orientation.
- Research industry best practices related to fabrication to ensure ongoing health and safety compliance and due diligence of safety programs (i.e. manganese, eye protection, etc.).
- Work within a mature safety program to engage all stakeholders to further develop hazard assessment processes and programs.
 - Assessing organizational risk management, help identify and develop controls for identified hazards, coordinate the implementation of controls from result of hazard analysis.
 - Measure and evaluate the effectiveness of the hazard control system, policies, and procedures and recommend changes that reflect improved opportunities to eliminate workplace accidents and injuries.
 - Conduct and coordinate on-site inspections to audit physical conditions and safe work practices.
 - Provide advice and counseling for all compliance regulations.
 - Oversee the investigation of all incident reports and the implementation of corrective actions.
 - Analyze and interpret incident report data for trending analysis.
 - Assist in the development, implementation, and maintenance of a safety policy handbook
 - Development of site-specific policies that are required by legislation and COR.
 - Monitor, revise, and implement ongoing updates in safety regulations, legislation or reporting requirements.

- Assist in safety leadership development at all levels in the company.
- Assist in the continued evolution of a behavioral based safety program.
- Health and safety coaching at all levels within the organization.
- Works with HR department to administer worker compensation program and return to work programs.
- Oversee the purchasing of all safety supplies, products or training items required.
- Ability to work autonomously.

JNE Core Competencies:

Safety	We all go home safer every day because we believe safety is the responsibility of every individual at JNE
Innovation	We are creative and flexible always searching for better solutions that meet new or existing requirements.
Commitment	We are dedicated to creating a positive impact in all relationships (employees, customers, suppliers, community).
Quality	We provide outstanding products and services, thereby delivering premium value to our customers
Integrity	We uphold the highest standards of integrity in all of our actions.
Respect for Individuals	Our culture is one in which all employees feel valued, included and empowered. We encourage personal development. Our interactions are guided by belief that dignity of the individual is primary.
Accountability	We are personally accountable for delivering on our commitments and are worthy of our stakeholders' trust.
Communication	We are committed to positive communication in all dealings focusing on respect and consideration for all.
Stewardship	We manage and protect JNE's resources effectively, the most important of which is time, with a focus on continuous improvement.
Continuous Improvement	We measure, promote and pursue continuous improvement in our people, processes, products and financial performance.

Position Specific Competencies:

Analytical Thinking	Using a logical reasoning processes to break down and work through a situation or problem to arrive at an outcome.
Attention To Detail	The ability to process detailed information effectively and consistently.
Continuous Learning	Demonstrates eagerness to acquire necessary technical knowledge, skills, and judgement to accomplish a result or to serve the organizations needs effectively. Has desire and drive to acquire knowledge and skills necessary to perform a job more effectively.
Decisive Decision Making	The ability to make active decisions or to commit oneself by speaking one's mind and taking position. Takes a thoughtful approach when considering options, seeks input from others and weighs options when making difficult decisions.
Focus on Quality	Setting high quality standards and striving for continuous improvement and quality assurance.
Planning and Organizing	The ability to determine goals and priorities and to assess the actions, time and resources needed to achieve those goals.
Problem Analysis	The ability to detect problems, recognize important information, and link various data; to trace potential causes and look for relevant details.
Technical Skill	Demonstrates the application of knowledge and skills needed to perform effectively in a specific job or group of jobs within the organization.
Verbal and Written Communication	The ability to speak and write clearly, succinctly, and understandably.

Knowledge Areas and Experience:

- 5 – 7 years progressive Health and Safety management experience.
- Health and Safety experience in a manufacturing organization.

Education:

- CRSP or CHSC designation or equivalent demonstrated experience accompanied by the willingness and ability to obtain one of the above designations.

Certifications and Other Credentials:

- Saskatchewan COR Auditor certified or willingness to immediately obtain certification.
- Qualifications to train in programs such as WHMIS, Confined Space, Fall Protection, Aerial lifts, etc. is considered an asset.

Compensation and Total Rewards:

- Base Salary + Profit Share
- Extended Health, Dental, Disability and Life Insurance
- RRSP Eligibility

If you are interested in applying for this position, please forward
your application by email to Human Resources (hr@jnewelding.com)

no later than 4:00 pm Friday October 30, 2020