

Globe Property Management and our Broadway Maintenance Division requires an energetic, focused and career minded Health and Safety Officer that will work closely with all levels of management and employees within the Office, Shops, Multi-Residential & Commercial building environments to ensure safe work practices and policies.

The Health and Safety Officer will provide orientation and training for employees, investigate any workplace accidents, file any appropriate documents to governing bodies (e.g. WCB etc.), manage disability programs to ensure that employees receive appropriate benefits and employees return to work from disabilities are managed effectively. Initiate, promote, implement and maintain safety and health projects, initiatives, and claims management.

### Requirements

- National Construction Safety Officer Designation (NSCO) or working towards.
- Occupational Health and Safety Certificate or equivalent.
- Possess current First Aid Responder certificate.
- Two to five years of experience implementing and promoting safe work practices and policies within a Property Management & Maintenance environment or similar.
- Valid Manitoba Class 5 Drivers License –Clean Abstract
- Criminal Record Check
- Experience with disability management, accident investigation, workplace inspection and job hazard analysis is preferred.
- Understanding of current legislation, Codes of Practice, Bulletins and other safe work practice requirements and recommendations.
- Confidence, with the proven ability to build credibility and strong partnerships at all levels.
- Very strong sense of urgency with proven record of following through to meet deadlines and commitments.
- Energetic, self-motivated, creative and especially positive outlook.
- Proven ability to maintain confidences and ensure confidentiality of information and records.
- Complete proficiency with MS Word, Excel, Power point and other common applications.
- Experience with achieving/maintaining COR certification is an asset.
- Experience with and ability to Implement and Manage and Asbestos Management Program.
- Experience with Yardi software is an asset but not required.

Globe Property Management offers competitive salary packages, an incredible work environment, and career advancement opportunities.

Qualified applicants should email their Cover Letter including Salary Expectations and Resume to [dsousa@globepm.ca](mailto:dsousa@globepm.ca)

Thank you to all who apply. Only those candidates potentially selected for an interview will be contacted.

Job Type: Permanent

Job Location:

- Winnipeg, MB

Required experience:

- Health and Safety Management: 5 years

Required license or certification:

- Drivers License, NCSO, CSO or equivalent, Registered COR Auditor in good standing.

Required education:

- High school or equivalent