



**DISTRICT OF HUDSON'S HOPE
EMPLOYMENT OPPORTUNITY**

**Combined: Safety Officer & Bylaw Enforcement Officer
(Permanent Full-Time Position)
Union Exempt**

The District of Hudson's Hope invites applications from qualified persons for the permanent full-time position of Safety Coordinator/Bylaw Enforcement Officer. Reporting to the CAO and working as a specialist in the areas of workplace health and safety, and Bylaw Enforcement you will be an integral member of the District of Hudson's Hope team. You are a recognized and skilled practitioner with a Diploma in Occupational Health and Safety and a minimum of 1 – 3 years related experience in workplace health and safety, and bylaw enforcement. You are well versed and knowledgeable in all aspects of WorkSafeBC with the ability to interpret and provide advice to managers, supervisors and employees in matters pertaining to the application of WorkSafeBC Regulations. In addition, you possess extensive hands-on experience in designing and implementing safety initiatives and delivering safety related training to diverse work groups. You will also be responsible for WorkSafeBC claims management and coordinating modified work assignments and return to work initiatives.

You are also cognizant of the delicate task of Bylaw Enforcement, to apply and enforce, with the consultation of the CAO and Director of Protective Services, all bylaws of the District of Hudson's Hope requiring bylaw enforcement.

You are a perceptive, high energy individual with the ability to work with minimum supervision. You are computer literate and have exceptional interpersonal, verbal and written communication skills.

The incumbent works under minimal supervision, so independent judgment, exceptional communication and organizational skills and the ability to work under pressure is required along with some knowledge of office procedures. Preferred applicants will have a combination of local government work experience and/or education. A complete job description is available at the District office at the coordinates below.

Salary will be commensurate with one's experience and qualifications.

This is a non-union position.

Please send a detailed résumé and Cover Letter to the District of Hudson's Hope Municipal Office, via email, fax, mail or hand delivered by 4:30 pm, Friday, March 24th, 2017 at the coordinates below. If any clarification or other details are required, please contact the undersigned.

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