

# CONSTRUCTION SAFETY OFFICER

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Genesis Land Development Corp. - Calgary, AB

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*For more information, please contact:*

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[genesisland.com](http://genesisland.com)

## Company Overview

Genesis Land Development Corp., a publicly listed company on the Toronto Stock Exchange (GDC.TSX), was founded in 1991. Genesis is a household name in Calgary and Airdrie known for designing and building outstanding communities. Amongst one of Alberta's leading real estate developers, we develop single-family homes, multi-family dwellings and commercial properties. Our focus on putting customers first, creating great communities and our commitment to the environment allow us to enhance lives, nurture dreams and fulfill aspirations.

At Genesis we believe in the power of relationships. We take pride in our work and our organization. We dare to dream and above all value integrity. We offer competitive wages, employee home purchase program, one of industry's best health & benefit packages, continuing education reimbursements, and career growth within the Genesis team.

## Position Description

Genesis is currently seeking a dedicated and self-motivated professional to apply their skills and experience as a Construction Safety Officer.

All home construction sites are generally prone to accidents and thus safety at the construction site cannot be compromised. This position has the difficult task of ensuring workplace safety, using thorough knowledge of all laws and regulations concerning construction and site safety. The main responsibilities are supporting and providing direction to both Site employees and the Construction Manager on Safety matters, taking the lead to identify and correct if required, any hazard assessments or provide safety training if lacking, hosting safety meetings with trades and suppliers that our on Genesis Construction Sites.

## Primary Responsibilities

- Provide safety support and leadership to Genesis employees.
- Provide safe working conditions for all workers, sub-trades and visitors on/around the site
- Enforce all established safety regulations and safe work practices
- Recommend disciplinary action when necessary to ensure compliance with the rules
- Ensure that trade workers are oriented with the site and it's safety regulations. Proof of orientation must be documented and kept on site
- Provide instructions to workers on safe work procedures (i.e. How to use personal protective equipment as appropriate, e.g. hard hats, vests, hearing protection, safety glasses, steel toed boots or other items deemed necessary
- Provide educational training and seminars to Genesis employees
- Provide support and administrative assistance on safety-related compliance projects, safety oversight, document management and safety auditing.
- Correct physical conditions, which are liable to cause or have caused accidents

- Undertake the investigation of accidents, incidents or near misses to determine the underlying causes. Complete the necessary forms to document these incidents immediately
- Maintain a detailed inventory and record tools and safety equipment.
- Conduct regular on-site hazard assessments. Identify hazards and unsafe work practices and provide recommendations on how to eliminate these issues
- Ensure all Hazard Assessments are completed and filed by Trade order.
- Provide each employee with information regarding hazards on the job site and how to avoid them. Ensure Hazard Assessment is completed on all sites for the start of all jobs and the daily hazard assessment done by the site safety officer
- Work in cooperation with other project supervisory personnel to determine procedures for dealing with safety violations.
- Provide monthly safety reports to General Manager of Home Building
- Continuous development safety policies and procedures.
- Assist in performing compliance audits and implement follow-up corrective actions to ensure compliance with Occupational Health & Safety and Genesis Builders Group Inc. Safety Policy.
- Provide on-site safety documentation and Occupational Health & Safety compliance support for Genesis Builders Group Inc. home site locations.
- Conduct and document Tool Box meetings with Trades and ensure sub-trade workers hold weekly toolbox meetings or are informed about and invited to your weekly toolbox meetings.
- Conduct weekly toolbox and monthly safety meetings with all company employees.
- Cooperate with the rest of the team in order to achieve common objectives.
- Set a good example, demonstrate a positive safety attitude and abide by the Safety Code of Ethics.
- Report any anticipated loss of work time to the Construction Manager and the People Engagement Manager (HR) as soon as possible after an injury has occurred
- Maintain good housekeeping on all job sites. Assign specific housekeeping duties to each employee
- Responsible for the daily administration of the Safety Program
- Post all Safety bulletins, Safety posters and Safety rules and regulations
- Ensure that pertinent safety inspections/reports are submitted as required
- Ensure that corrective action is taken whenever deficiencies are identified
- Conduct in house safety training
- Keep up with current knowledge of safety literature, regulations and codes or practice
- Review accident reports to stay informed and up to date on safety issues
- Review and implement GBG safety manual

### *Desired Qualifications*

- Excellent construction knowledge
- A minimum four (4) years of relevant experience in a safety role in construction
- Safety audit trained and COR familiar
- A valid Class 5 driver's license.
- Current First Aid/CPR certifications.
- Proficient in Microsoft Office software
- Possesses ACSA, CSTS, WHMIS certifications
- Attention to detail and documentation
- Ability to work unsupervised and within a team environment
- Ability to maintain accurate records of plans, examinations and inspections
- Ability to communicate technical information
- Ability to work well within timelines
- Strong verbal and written communication skills
- Minimum four (4) years of relevant experience in a safety role in construction

Interested applicants are encouraged to apply by sending their resume to [human.resources@genesisland.com](mailto:human.resources@genesisland.com), quoting "**Construction Safety Officer**" in the subject line. We thank all applicants for their interest; however, only selected candidates will be contacted. Must be legally able to work in Canada. No phone calls or agency inquiries please.

### **Confidentiality**

Genesis Land Development Corp. and Genesis Builders Group Inc. respects the privacy and confidentiality of personal information provided by candidates in our search assignments. In accordance with the Personal Information Protection Act ("PIPA"), a copy of our Privacy Policy is available for your review on our website <http://www.genesisland.com/privacy-policy/>.