



Health, Safety & Environmental (HSE) Coordinator

At TESC, we're READY - combining skill, grit, and proactivity to deliver safe and exceptional quality construction services. Our Health, Safety & Environmental Coordinator plays an integral role in ensuring the safety and well-being of all workers.

This is an opportunity to be part of a team that values Care, Drive, Honour, and Joy while contributing to exciting projects in Sudbury!

What You'll Do:

- Provide assistance in pre-shutdown activities such as fit testing, verifying and photo-coping training documents, providing training, scheduling orientation training with client.
- Provide assistance to Project Managers and Superintendents on their safety compliance plan and coach them when improvements are needed.
- Assist Project Managers and Supervisors in developing safety procedures and process hazard reviews.
- Assist Project Managers and Superintendents in developing safety plans, rescue plans, mock rescues, permits, air monitoring and other legislative requirements in relation to confined space work.
- Conduct site audits such as PPE audit, interactive audit, site condition audit, fire extinguisher audit, lock out audit etc. Organize the documentation and forward to Head Office.
- Assist Superintendents by writing and delivering safety talks to crews at start of shifts. Copy safety talks and forward them to Head Office weekly.
- Assist Superintendents in conducting comprehensive incident investigations, root cause analyses and ensuring corrective and preventative action is implemented.
- Attend site visits and conduct periodical site audits to ensure compliance to Health & Safety standards.
- Provide assistance to Project Managers to ensure that the safety compliance plans are adhered to.
- Keep up-to-date documentation.
- Liaise with clients on safety related matters. Attend daily/weekly safety meetings with clients when required.
- Maintain ongoing communication with Head Office Safety Department.



What You Bring:

- College diploma in Occupational Health and Safety or related technical training.
- Minimum 5 years' safety experience within a construction environment.
- Superior knowledge of Occupational Health & Safety Act and Construction Regulations.
- Current, or working towards completion of, NCSO or CRSP designation.
- Strong investigation, reporting and analysis skills.
- Willing to work long and irregular hours during shutdowns and construction projects.
- Flexibility to work out of town on projects as required.
- Strong knowledge of MS Office (Word, Excel, Project, and Outlook) and ability to learn new software and programs.
- Valid G class driver's license (with a clean abstract).

Contract length: Five (5) months, with possibility of extension.

This schedule for this position is expected to be a rotational night shift of fourteen (14) days on, fourteen (14) days off with ten (10) hour shifts.

TESC is an equal opportunity employer. In accordance with the Accessibility for Ontarians with Disabilities Act, accommodation is available throughout our recruitment process for applicants with disabilities