



Make working for
The City work for you.



Safety Investigator

If you are committed to public service, enjoy collaborating with others, share our values and have a desire to learn and grow, join [The City of Calgary](#). City employees deliver the services, run the programs and operate the facilities which make a difference in our community. We support work-life balance, promote physical and psychological safety, and offer competitive wages, pensions, and [benefits](#). Together we make Calgary a great place to make a living, a great place to make a life.

The City is committed to fostering a respectful, inclusive and equitable workplace which is representative of the community we serve. We welcome those who have demonstrated a commitment to upholding the values of equity, diversity, inclusion, anti-racism and reconciliation. Applications are encouraged from members of groups that are historically disadvantaged and underrepresented. Accommodations are available during the hiring process, upon request.

The City is making a transformational cultural shift in how we approach Occupational Health and Safety (OHS). As a Safety Investigator, you will serve as one of the members of our Occupational Safety team to ensure that The City is meeting its safety commitments. You will play an essential role in significant safety investigations, developing investigative processes, and supporting our safety operations team by offering training support on new investigation procedures. Primary duties include:

- Act as the main contact when performing serious incident investigations and interacting with Alberta OHS or other regulatory compliance associations.
- Develop safety investigation standards for minor, serious and near-miss incidents, and facilitate training sessions on any new investigative process.
- Perform complex incident investigations including detailed analysis of serious incidents and high potential near-miss incidents using photographs, interviews, collection of evidence, document review and root cause analysis, in any of the City business units.
- Review and spot-check investigations that have been added to The City of Calgary's Safety Data Management System (SDMS) to ensure they meet corporate standards for incident investigations.
- Compose detailed investigative reports, which may include presentations to management on findings, learning potentials and next steps for resolution of the incident.
- Remain familiar with City of Calgary corporate standards and external regulatory requirements.
- Work collaboratively with safety professionals and business units to contribute to a safer workplace.
- Perform follow-up investigations and inspections to confirm corrective actions have been implemented.

Qualifications

- A degree in a relevant field such as Criminology, Sciences, Industrial Safety, or a related field and at least 5 years of related experience.
- Occupational Health and Safety experience is required.
- Advanced knowledge of legislative requirements governing health and safety (e.g., Alberta Occupational Health and Safety Act, regulation and code) is required.
- A Canadian Registered Safety Professional (CRSP) designation will be considered an asset.
- Training, familiarity, or certification with TapRoot or an equivalent investigation method will also be considered an asset.
- Demonstrated ability to develop investigation reports that comply with corporate standards and required external legislation.
- The ability to work without supervision, take initiative and communicate effectively with team members and other business units and departments.
- Well-developed communication skills including the ability to provide or receive detailed or specialized information and explain complex legislated requirements or investigative findings.

Working Conditions: This position conducts onsite safety investigations and personal protective equipment (PPE) may be required.

Pre-employment Requirements

- Successful applicants must provide proof of qualifications.

Union: CUPE Local 38
Position Type: 1 Permanent
Compensation: Pay Grade 12 \$44.20 – 59.09 per hour
Hours of work: Standard 35 hour work week
Audience: Internal/External

Business Unit: Occupational Health & Safety
Location: 201 8 Avenue SE
Days of Work: This position works a 5 day work week with 1 day off in a 3 week cycle.
Apply By: May 14, 2024
Job ID #: 309733

Apply online at www.calgary.ca/careers