

WorkSafeBC

Certification Officer

Reference: 036584

Duration: Permanent, Full Time

Location: Richmond, British Columbia

Deadline date: February 25, 2022

Do you have experience in occupational training development or evaluation?

We're looking for a certification officer to maintain occupational training and certification standards, develop and revise content for certification standards, and evaluate certification programs. You will play a vital role in our Certification Services department where you'll have the opportunity to support occupational health and safety education, training, and certification that makes a difference in the lives of workers and employers in British Columbia.

As a certification officer, you will:

- Conduct internal and external activities to maintain training and certification standards
- Evaluate certification programs, and occupational qualification in subject matter areas referenced within the Workers' Compensation Act or the Occupational Health and Safety Regulation
- Engage internal and external resources as needed
- Conduct quality assurance and quality control activities, including inspections, audits, and document analysis
- Ensure requirements of agency registration agreements or service agreements are met and make recommendations to ensure compliance

We're looking for someone who can:

- Analyze a variety of learning environments including instructor performance and provide advice and recommendations on instructional techniques for adult learners
- Provide technical advice to Prevention officers and conduct misconduct investigations of certified or authorized worker misconduct
- Review first aid, blasting, and other training or certification programs
- Deliver and assist in the design of presentations to stakeholders
- Independently keep up to date on equipment and supplies, innovations, changes in standards, and protocols that impact performance of certified worker duties
- Plan and conduct outreach and training within a specific budget.
- Conduct job task analysis to ensure that training materials and standards meet industry needs and align with pre-determined outcomes

Your experience and educational background:

- A bachelor's degree
- A minimum of 3 years of experience in Occupational First Aid, Blasting, Diving, OHS education, trades or vocational training including 18 months in occupational training program development or evaluation.
- A valid B.C. driver's license
- An equivalent combination of education and experience may be considered

If you require an accommodation in the assessment process, please email the HR Testing Accommodation (SM) at the time you submit your application.

Who are we?

At WorkSafeBC, we're dedicated to promoting safe and healthy workplaces across British Columbia. We partner with workers and employers to save lives and prevent injury, disease, and disability. When work-related injuries and diseases occur, we provide compensation, and support injured workers in their recovery, rehabilitation, and safe return to work. We also work diligently to sustain our workers compensation system for today and future generations. We're honoured to serve the 2.4 million workers and 245,000 registered employers in our province.

As part of our mandate, we have introduced an interim mandatory employee policy intended to prevent the transmission of COVID-19 and protect the health and safety of our employees, clients, and the public.

Effective November 1, 2021, WorkSafeBC will require all employees who interact in person with employers, workers, members of the public, or other WorkSafeBC staff to be fully vaccinated against COVID-19. In implementing the policy, WorkSafeBC will consider its obligations to accommodate those staff who are unable to be vaccinated.

We recognize that our ability to make a difference relies on building a team with a rich variety of skills, knowledge, backgrounds, abilities, and experiences, and which reflects the diversity of the people we serve. We are committed to fostering a welcoming, inclusive, and supportive work culture where everyone can contribute as their best, authentic self. We encourage all qualified applicants to apply.

What's it like to work at WorkSafeBC?

It's challenging, stimulating and hugely rewarding. Our positions offer tremendous diversity and excellent opportunities for professional growth. Every day, the work we do impacts people and changes lives. What we do is important and so are the people we do it for.

Our benefits

Being part of WorkSafeBC means being part of a strong, committed team. Along with a competitive salary, your total compensation package includes vacation, optional leave arrangements, health care and dental benefits, and contributions toward your retirement pension. As a member of our team, you'll have access to services and benefits that can help you get the most out of work — and life.

WorkSafeBC has adopted a hybrid model offering opportunities to work remotely and onsite based on the operational needs of the position.

Learn more about what we offer.

Please apply online at: <https://rita.illicohodes.com/go/61ef3d531e7f618564e40083/51fc022158b70066fae49f46/en>