



DISTRICT OF SAANICH  
CORPORATE SERVICES  
OCCUPATIONAL HEALTH & SAFETY

**OHS PREVENTION COORDINATOR  
Temporary Full Time Position  
(Approximately 1 year)**

The District of Saanich is the largest municipality on beautiful Vancouver Island home to approximately 117,000 citizens, blending an urban and rural environment. As an award winning, COR certified employer since 2009, we pride ourselves on exceeding industry standards in health and safety and injury management systems. Our workforce, of more than 1500 staff, are our greatest asset and we strive to attract and retain the best talent to provide excellent services to our citizens.

We provide a supportive, team-focused work environment that consistently attracts top-quality people, enables them to perform at their best and continue to develop their skills. Our competitive wages, excellent benefits package, gold-plated pension plan, various flexible work arrangements, inclusive work environment and progressive initiatives make the District of Saanich a highly desirable place to invest your talent.

As the OHS Prevention Coordinator, you will lead and guide workplace parties in conducting hazard identifications, risk assessments, and in developing safe work procedures. You will be required to apply a broad and diverse knowledge of OHS hazards, risks and controls and the related best-practices and legislative requirements.

You will provide field and inspection services, interpretations, and decisions to ensure compliance with WorkSafeBC requirements and COR standards. You will be responsible for developing and providing training programs for staff to continuously improve a workplace health and safety system and promote an organization culture of safety, therefore playing a lead role in implementing COR maintenance audits and action plans.

Excellent communication skills are essential to improve safety behaviours and build the District's capacity to recognize hazards and minimize the risks of injury.

As a qualified candidate, you will have a degree in an Occupational Health and Safety related field; four years related health and safety experience in a municipal, construction or heavy industrial sector; certified with the Board of Canadian Registered Safety Professionals (CRSP); certification(s) in one or more of the following – an industrial trade, ergonomics, disability management, construction safety officer or other certification related to OHS and possession of a valid Class 5 BC Driver's Licence. Possession of an Intermediate First Aid Level certificate would be an asset. Candidates with an equivalent combination of education and experience may be considered.

The successful candidate will work Monday to Friday, 8:00 a.m. to 4:30 p.m., 37.5 hours per week.

**This is a C.U.P.E. Local 2011 position with a wage of \$49.41 per hour and offers an excellent benefits package including a generous pension plan and an opportunity to work directly with colleagues throughout the organization.** Job description and competition information can be found at [www.saanich.ca](http://www.saanich.ca). Please apply by 11:45 p.m. on April 23, 2025,

**quoting competition 25093 to:** Human Resources, District of Saanich, 770 Vernon Avenue, Victoria, BC, V8X 2W7. As a component of the selection process, testing will be conducted.

**The District of Saanich is recognized as one of BC's Top Employers for 2025.** As an equitable and inclusive employer, we value diversity of people to best represent the community we serve and provide excellent services to our citizens. We strive to attract and retain passionate and talented individuals of all backgrounds, demographics, and life experiences. If you require any adjustments to enable participation at any stage of the recruitment process, please contact in confidence at [accessibilityHR@saanich.ca](mailto:accessibilityHR@saanich.ca). **We thank all applicants for applying. Only those under consideration will be contacted.**