

## City of Edmonton Job Posting

### 55076 - Occupational Health & Safety Manager

To apply, please use the following link to submit your application directly through our website:  
<https://recruitment.edmonton.ca/job/55076/Occupational-Health-Safety-Manager>

#### Job Details:

**Classification Title:** PT3 - OH&S

**Job Type:** Permanent

**Opening Date:** Apr 28, 2026

**Closing Date:** May 12, 2026 11:59:00 PM (MDT)

**NumberOfOpenings:** 1 - Permanent Full-time

**Address:** Various Locations

**Country:** Canada

**Province:** Alberta

**City:** Edmonton

**Zip Code:** (City Wide)

**Union Jurisdiction:** Management

**Department:** Employee and Legal Services Division

Champion the transformation of a traditional safety culture to one focused on proactive loss prevention! The City of Edmonton is looking for an Occupational Health & Safety Manager(OH&S) to lead a Workforce Safety and Employee Health team that provides proactive frontline support to leaders and employees. In this role, you will act as a strategic bridge between corporate safety and daily operational excellence, ensuring your teams and dedicated business areas are supported, safe, and empowered. If you are a leader who thrives on building strong relationships and driving meaningful change in proactive workplace safety, we want to hear from you. Join the City in our commitment to reducing risk to those that serve our city everyday!

#### What will you do?

- Lead, mentor, and motivate a team of relationship-based influencers to effectively serve clients, ensuring they remain aligned with specific client goals and expectations
- Translate abstract organizational values into concrete operational processes, leadership behaviors, and daily workplace practices
- Ensure all client programs, procedures, and plans meet the minimum requirements of the City's safety policies, standards, and programs. E.g. *Roadmap to Loss Prevention*, *COR Action Planning Process*
- Serve as a primary point of contact for the Alberta OHS Regulator, managing site visits and regulatory inquiries
- Develop and execute comprehensive safety strategies that align client-specific needs with the City's overarching loss prevention goals
- Provide clients with emerging risk trends and actionable insights tailored to their specific business units. Offer targeted harm-reduction strategies and partner with clients to implement these measures and validate their impact on reducing workplace incidents
- Manage team resources, including budget planning, variance reviews, and capacity building to ensure excellence in service delivery
- Cultivate trust-based partnerships with management, employees, and contractors to foster an Internal Responsibility System (IRS) where safety is integrated into daily business processes and loss prevention

#### Qualifications

- A Degree from a recognized post-secondary institution in Occupational Health & Safety or a related discipline, plus six (6) years of professional OH&S experience
- Alternatively, a Diploma with eight (8) years of experience or a Certificate with ten (10) years of experience in the field
- A minimum of three (3) years in a senior supervisory or leadership role managing OH&S professionals and large, diverse teams

- Extensive experience managing OH&S management systems, safety auditing, contractor management, and incident management
- Comprehensive knowledge of Alberta Occupational Health and Safety legislation and its application within a municipal setting

**Assets:**

- Professional designations or certifications such as Canadian Registered Safety Professional (CRSP) or National Construction Safety Officer (NCSO)
- Experience working within the municipal industry or a large, unionized environment

**Skills required for success:**

- Strong leadership and team-building skills with a proven ability to coach high-performing teams
- Excellent conflict resolution and negotiation skills, particularly when solving complex or sensitive issues
- Strong organizational and planning skills
- Superior verbal and written communication skills, including the ability to write technical reports and present to leadership
- The ability to work in a collaborative, integrated manner with various collaborators and community partners
- Ability to influence and facilitate the implementation and maintenance of the OHS management system, informed by an understanding of business drivers
- Deep knowledge of OHS legislation and audit tools like Certificate of Recognition (COR) and ISO 14001
- Alignment to our Cultural Commitments and Leadership Competencies (<https://bit.ly/4brRrXm>)
- Embracing a culture of equity, diversity, reconciliation and inclusion

**Conditions of Employment:**

- Compliance with the City of Edmonton's safety standards for Personal Protective Equipment (PPE), such as wearing steel toed boots, is a requirement for this position
- Valid Alberta Class 5 driver's license (or provincial equivalent). Applicants may be required to arrange their own transportation for use on City business, and where appropriate will be reimbursed in accordance with City of Edmonton policy
- Applicants may be tested

**Work Environment:**

- **Note:** This position may be eligible for a **hybrid work arrangement** with the flexibility to work from both home and the worksite

The City of Edmonton values applicants with a diverse range of skills, experiences and competencies, and encourages you to apply. We strive to provide reasonable access and accommodations throughout the recruitment process. To request an accommodation, please contact [employment@edmonton.ca](mailto:employment@edmonton.ca). Learn more about our benefits <https://bit.ly/COEbenefits>

**Talent sourced through this process may be considered for similar opportunities within the City of Edmonton**

***Up to 1 Permanent Full-Time position***

**Hours of Work:** 36.9 hours per week

**Salary Range:** \$108,838 - \$136,047 (Annually)

**Recruitment Consultant: SL/SB**

*Edmonton rests in the heart of Treaty Six territory in Alberta and the homelands of the Metis Nation*