



WINNIPEG  
AIRPORTS AUTHORITY

**Job Title: Health and Safety Specialist**

**Reports to:** Manager, Environment, Health and Safety

**Salary:** Band 6 (\$91,418 - \$102,452)

**Type:** Permanent, Full-Time

**Application Deadline:** August 20, 2026

**The Organization**

The Winnipeg Airports Authority (WAA) is a community-based, non-share capital corporation that operates, manages, maintains, and invests in the Winnipeg James Armstrong Richardson International Airport and affiliate businesses. Operating on a multi-site property, the WAA is responsible for airport operations, security, facilities, parking, ground transportation and communications.

With an ever-expanding airport campus, WAA is a critical player in the development of one of Canada's strategic transportation hubs. As a perennial "Top Manitoba Employer", the WAA prides itself as an organization that attracts engaged employees with the right skills, in the right place, and at the right time <http://www.waa.ca>.

**The Opportunity**

Reporting to the Manager, Environment, Health and Safety, the Health and Safety Specialist, plays a key role in advancing WAA's occupational health and safety programs and supporting a strong organizational safety culture.

This position is responsible for developing, implementing, and continuously improving occupational health and safety (OHS) programs, procedures, and processes that meet or exceed legislative requirements, reduce organizational risk, and support corporate sustainability objectives. Working collaboratively with leaders, employees, contractors, tenants, and regulatory agencies, the Health and Safety Specialist, provides expert guidance, delivers training, conducts audits and investigations, and promotes continuous improvement.

The successful candidate is a collaborative safety professional who enjoys solving complex problems, building relationships, and helping create a safe, compliant, and healthy workplace.

**Responsibilities include:**

- Develop, implement, maintain, and continuously improve occupational health and safety programs, procedures, and processes to ensure legislative compliance
- Develop, research, and maintain OHS guidelines, requirements, best management practices, and manuals
- Support the development of OHS policies and strategies
- Interpret and monitor applicable health and safety legislation and best practices to advance OHS programs
- Conduct workplace inspections, audits, hazard assessments, and compliance reviews
- Lead or conduct incident investigations, identify root causes, and develop corrective and preventative action plans



- Develop and administer programs including Workplace Hazardous Materials Information System (WHMIS), Transportation of Dangerous Goods (TDG), hazardous materials management, contractor safety, and hazard prevention
- Align WAA programs with industry best practices, certifications and/or accreditations
- Monitor health and safety performance, collect, analyze and interpret data, prepare regulatory and summary reports, and maintain records in approved digital software and systems
- Support the Occupational Health and Safety Committee by providing technical expertise and ensuring legislative compliance
- Develop and deliver health and safety training, presentations, and awareness initiatives
- Collaborate with internal and external airport stakeholders, and regulatory agencies to strengthen safety practices; and
- Maintain safety data, information, and records using digital systems and software; and
- Perform other related duties as assigned

**Selection Criteria include:**

- Graduate from a post secondary institution specializing in Occupational Health and Safety or a related discipline
- Minimum five (5) years of progressive experience in an occupational health and safety role
- Strong knowledge of applicable federal, provincial, and municipal occupational health and safety legislation and compliance
- Demonstrated experience developing, implementing, evaluating, and advancing occupational health and safety programs
- Experience conducting workplace inspections, audits, incident investigations, and developing corrective action plans
- Experience developing policies, procedures, technical documentation, and delivering health and safety training
- Excellent analytical, organizational, problem-solving, and project management skills with meticulous attention to detail
- Exceptional written, verbal, and interpersonal communication skills with the ability to influence and build collaborative relationships
- Proficiency with Microsoft Office and database applications
- Canadian Registered Safety Professional (CRSP) designation is considered an asset
- Airport, aviation, transportation, infrastructure, or other Federally regulated industry experience is considered an asset
- Valid Class 5 Driver's Licence is required; and
- Ability to obtain and maintain a D/A Airport Vehicle Operator's Permit (AVOP)

**Work with us!**

- Highly competitive salary
- Full Benefits package of Health, Dental & Vision
- DC Pension Plan
- Healthcare Spending Account to use on additional benefit expenses
- Lifestyle Spending Account to use on Wellness expenses such as health and fitness



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- Employee Assistance Program
- Supported Training & Development opportunities
- Opportunity to work with a high-functioning team of professionals working on a diversified portfolio
- Proud to be named one of Manitoba's Top Employers annually since 2011

*Conditions of employment include the ability to obtain and maintain an Airport Restricted Area Identification Card (RAIC) and Transportation Security Clearance (TSC), inclusive of approval for U.S. Preclearance.*

*Winnipeg Airports Authority is an equal opportunity employer committed to diversity, equity, inclusion, and accessibility. We encourage all qualified applicants experiencing barriers to equity to self-identify in their application.*

*Accommodations are available upon request during the assessment and selection process.*

**To apply, please submit your resume through the WAA Career Portal by visiting:**

<https://www.ywg.ca/en/working-at-waa/careers/careers-with-waa/>