

CONSTRUCTION SAFETY OFFICER (CSO) 1

The CSO 1 derives authority from the HSE Manager and partners of the company and is granted full authority to perform the duties set forth in this job description. The CSO 1 will work closely with the Site Superintendent and other members of the on-site team. You will be a key team player in ensuring the site is safe and operating as efficiently as possible. The primary mandate of the CSO 1 is to represent CAPE's safety culture and to manage and enforce all aspects of the site-specific policies and procedures to ensure all legislative and contractual requirements are being met.

Qualifications / Abilities:

- The ability to liaise with project staff effectively to verify that HSE systems for the work / tasks are in operation and that all legislative and contractual environmental and safety requirements are being observed and adhered to.
- A general knowledge and background in the construction industry.
- A high degree of integrity, loyalty, and honesty; the ability to not divulge to outside parties, information of a confidential nature pertaining to the company's operations or bids.
- The ability to get along with people and to communicate in a professional manner with owners, Inspectors, architects, and others having a direct interest in a project being constructed.
- The ability to carry out the duties described in the job description in an efficient and timely manner.
- The ability to prioritize multiple tasks and duties with various deadlines.
- The ability to work in a team setting.
- An energetic and engaged personality that takes on complex challenges with enthusiasm and the willingness to embrace any task assigned to them.
- Self-motivation and the drive to push things forward no matter the circumstance.
- The ability to work independently and communicate effectively with the team and take instruction from the HSE Manager, but also act authoritatively on your own.

Specific Duties:

- Implement the HSE Program as established within CAPE's Corporate HSE Manual.
- Actively monitor and influence work progress to ensure compliance with HSE expectations.
- Provide First Aid for a variety of injuries from minor cuts to major multi-trauma life threatening injuries.
- Assist Site Superintendent in leading and directing an Emergency Response Team.
- Document progress in various daily HSE reports.
- Provide Site Orientations to new workers/visitors/inspectors to the site.
- Act as required to immediately correct unsafe acts and/or conditions.
- Monitor compliance to HSE procedures and policies.
- Educate workers on safety standards and best practices.
- Initiate and support incident response, notifications, and investigation activities.
- Conduct Weekly Toolbox Talks for site staff.
- Review all Field Level Hazard Assessments (FLHA).
- Act as required to immediately correct unsafe acts or conditions.
- Effectively communicate HSE requirements to all on site.

- Conduct regular twice daily site inspections and internal audits to examine site activities and confirm processes are following legislative and contractual HSE requirements. Ensure corrective and preventive actions are established and implemented.
- Review the general/overall HSE performance of subcontractors and identify improvement opportunities.
- Ensure that an Emergency Plan is developed, implemented, maintained, and reviewed.
- Ensure the impacts and risks related to HSE for projects are anticipated and controlled.
- Ensure the services provided to the clients meet their expectations while complying with the standards and legislative requirements regarding HSE.
- Disciplining trades/subcontractors who fail to comply with minimum safety standards.

*The above outline of duties is not arranged in order of priority nor is this list exhaustive. These duties are not meant to restrict initiative, but rather to describe minimum activities. These duties will from time to time be altered by the HSE Manager and or the partners to suit the ongoing needs of company.

Requirements:

- Minimum of 2 years relevant HSE experience.
- Possession of BC Construction Safety Officer (CSO), BC Registered Construction Safety Officer (RCSO), or National Construction Safety Officer designation (NCSO).
- General knowledge of local government health and safety acts, policies, regulations, codes, and practices.
- Working level of understanding of basic HSE functions, such as, Occupational Hygiene, Ergonomics, Confined Space, and Incident investigations.
- Strong knowledge of commercial/residential construction practices, techniques, and equipment.
- Ability to identify problems/issues, generate solutions, dissolve conflict, and make sound decisions.
- Proven skills in probing, listening carefully and presenting information clearly in an appropriate style.
- Apply critical thinking and problem-solving skills to HSE issues, make timely decisions under pressure within the bounds of CAPE's HSE Program and in a respectful manner.
- Ability to support operations staff to set, articulate, achieve challenging goals, and pursues these matters with drive and urgency.
- Strong computer skills, including Microsoft Office/Microsoft 365, Procore and others.
- Minimum OFA Level 2 (OFA 3 Preferred).
- Ability to safely use/wear various Safety Equipment (Respirator, Fall Protection, etc.) as required.
- Ability to climb ladders, work at heights, ride in DEP, work in/on elevated work platforms, climb/work on scaffold systems, and enter confined spaces.