



## Swan Valley School Division

invites applications for a  
**Workplace Safety and Health Officer**, in the **Division Office**,  
September 23, 2024, or as mutually agreed.

**Position:** 0.25 Workplace Safety and Health (1-1.5 days/week)

**Location:** Division Office

**Shift:** To be determined (10 hours/week)

**Permanent or Term:** Permanent Position, 12 months

**Application Deadline:** Friday, September 6, 2024 at 9:00 a.m.

**Salary:** To be determined commensurate with education and experience.

### **Conditions of Employment:**

Must be legally entitled to work in Canada.

Completed Criminal Record Checks including the Vulnerable Sector.

### **Qualifications:**

#### **Essential:**

- Safe work procedures knowledge and application.
- Facilitating training sessions.
- Conducting inspections and updates.
- Working knowledge of Manitoba Workplace Health & Safety Legislation
- Investigation knowledge or experience.
- Organizing designated W.P.S.H. Meetings
- Possess a valid Manitoba Class 5 Driver's License or equivalent.

#### **Desired:**

- Team-minded individual who works together with co-workers and their supervisor in a safe, productive, constructive, and professional manner.
- Driven to pursue training and personal development to stay current with W.P.S.H. legislation and standards.
- Be committed to the safety and health of S.V.S.D.'s staff and students.

If you want to belong to a team where our mission is to create an inspiring, learning community where all belong, contribute and succeed, please apply with a cover letter and resume (include three references) to: Rob Tomlinson, Superintendent. Submit the application package to [hr@svsd.ca](mailto:hr@svsd.ca).

*Candidates chosen for an interview will be contacted. Interview accessibility accommodations are available upon request.*

*Swan Valley School Division recognizes the importance of building an exemplary public service reflective of the citizens it serves, where diverse abilities, backgrounds, cultures, identities, languages and perspectives drives a high standard of service and innovation. Swan Valley School Division supports equitable employment practices and promotes representation of designated groups (women, Indigenous people, persons with disabilities, visible minorities).*