

SENIOR PROJECT MANAGER, OCCUPATIONAL HEALTH & SAFETY

PHH ARC Environmental Ltd. is currently seeking an enthusiastic and outgoing Senior Project Manager to develop our Occupational Health & Safety group with a strong desire to succeed and achieve career growth and advancement.

Location: Calgary, Alberta

Main Function:

To develop and maintain an occupational health and safety group. This position will report to the VP OHHS

Qualifications:

Bachelor of Science degree in Occupational Health, Safety or Hygiene, or related scientific or technical field

5 years experience in occupational health safety in a consulting capacity

Professional affiliation or eligibility for professional certification such as CIH, ROH and/or CRSP

Working knowledge of occupational health and safety in various industries

Business development and marketing abilities

Demonstrated ability in managing and mentoring OHHS professionals

Able to work independently with limited supervision

Effective time management and ability to multi-task

Strong client relationship skills

Proven report writing skills

Strong interpersonal and teamwork abilities

Flexibility in meeting client schedules – some evening and weekend work is required

Technical competency using various types of monitoring equipment

Proficiency using Microsoft Office (Word, Excel, PowerPoint etc.) and other technical programs

Valid driver's license and a reliable personal vehicle with appropriate registration and insurance (some travel is involved)

Duties:

Client liaison and maintenance to ensure their health, safety and hygiene needs are addressed and met

Advanced business development and marketing to new and existing clients

Maintenance of relationships with applicable governmental, health and safety organizational groups, and other individual contacts.

Project management, coordination and logistics management

Development of sound and practical sample, assessment, investigation and inspection strategies

Proposal development and project cost estimation

Data interpretation of sample results

Conduct air quality assessments, including indoor air and occupational hygiene

Conduct health and safety audits and assessments

Develop health and safety policies, procedures and programs

Perform other required hygiene, health and safety field work, as warranted from time to time

PHH ARC is an equal opportunity employer and we pride ourselves in providing a safe and healthy work environment where our employees are rewarded and recognized for their achievements. With a "small company feel" PHH ARC's 100+ employees enjoy the challenges and advancement opportunities that are available to them. We offer an industry leading salary and benefits package, complimented by the training and professional development available for all employees.

Please submit your resume in confidence to careers@phharcenv.com or by fax to 403 291 0612.