



THE REGIONAL MUNICIPALITY OF DURHAM

Corporate Services Department

Health & Safety Officer **(Regular Full-Time)**

Job ID: 21686

Job Number: 261

Open: Dec 04, 2025 Close: Jan 02, 2026

Diversity, Equity and Inclusion Statement

The Region of Durham is committed to advancing equity, diversity and inclusion within our organization and the communities we serve. We welcome and encourage applications from people who are Indigenous, racialized persons, women, persons with disabilities, members of LGBTQ2S+ communities, and others who may contribute to the further diversification of our workforce, including those who experience systemic barriers.

In accordance with the Accessibility for Ontarians with Disabilities Act (AODA) and the Ontario Human Rights Code, accommodation will be provided throughout the recruitment process upon request, based on any Code-protected ground.

Health & Safety Officer

The Health and Safety Officer is responsible for supporting the development, continuous improvement, and implementation of a strong health and safety culture. This role ensures compliance with the Occupational Health and Safety Act (OHSA) and promotes a strong internal responsibility system (IRS) across the organization

The incumbent will:

- Develop, implement, assist, and maintain corporate health and safety policies and procedures in compliance with Occupational Health and Safety Act (OHSA), internal standards, and best practices
- Design and deliver health and safety training programs using adult learning principles, tailored to diverse audiences and learning styles
- Support the implementation of a contractor safety management program by collaborating with internal departments (e.g., Legal, Finance)
- Evaluate training effectiveness and recommend improvements based on feedback and outcomes
- Support People Leaders in conducting thorough incident investigations and implementing corrective actions
- Conduct workplace inspections, hazard assessments, and audits; provide written recommendations on corrective/preventative actions to management
- Promote the Internal Responsibility System (IRS) by serving as a resource to People Leaders, Joint Health and Safety Committees (JHSCs) and staff
- Analyze health and safety data to identify trends and recommend preventative strategies
- Stay current on Occupational Health and Safety (OH&S) legislation, trends, and industry standards including benchmarking with other municipalities
- Collaborate with key stakeholders to develop OH&S and Corporate Services business plans and budgets

The successful applicant will possess:

- Post secondary diploma or certificate in Occupational Health and Safety combined with extensive related experience or equivalent combination of education and experience
- Canadian Registered Safety Professional (CRSP) or Canadian Registered Safety Technician (CRST) designation preferred
- Strong knowledge of Occupational Health and Safety legislation, occupational hygiene, ergonomics, and health and safety management systems
- Proven ability to assess hazards and recommend effective control strategies
- Experience in construction or industrial environments would be considered an asset
- Demonstrated ability to develop and deliver engaging training programs
- Excellent communication, presentation, and interpersonal skills
- Strong organizational and problem-solving skills; able to manage competing priorities independently and collaboratively
- Understanding of contractor safety requirements
- Experience conducting ergonomic assessments would be considered an asset



-Demonstrated ability to provide high-quality service with consideration for equity and accessibility

Management & Exempt Salary Grade 5

- Salary: \$96,282 to \$120,353 per annum

Conditions of Employment

All applicants are expected to comply with the Region of Durham's Code of Ethics and Code of Conduct Policies throughout the recruitment process. Proof of education, qualifications and any other job bona fide requirements will be required prior to start date.

External Application Process

Come find a home where exciting and rewarding careers are balanced with your lifestyle. We thank all applicants; however, only those being considered will be contacted. Please apply online (www.durham.ca) no later than midnight (Eastern Standard Time) on the closing date indicated on the Job Posting.

The Region of Durham is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection process. If contacted for an employment opportunity and you require accommodation, or if this information is required in an accessible format, please contact us at: RecruitingHelp@durham.ca and a Recruiter will provide appropriate assistance pursuant to the Region's Accommodation and Accessibility policies. Please note that resumes should not be sent to RecruitingHelp@durham.ca.

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