

HEALTH, SAFETY AND ENVIRONMENT (HSE) COORDINATOR ARGENTIA, NL



PORT OF ARGENTIA

"Where potential launches opportunity"

JOB DESCRIPTION:

HR Project Partners is currently accepting resumes for an **HSE Coordinator** on behalf of our Client, Port of Argentinia. The ideal applicant will be a safety professional with a minimum of 5 years' experience in an HSE capacity, in a marine port or an industrial environment with strong knowledge of Federal and Provincial rules and regulations.

The HSE Coordinator will be responsible for the development and implementation of the Health and Safety Program for the Port of Argentinia. The individual will be required to educate employees on Safety in the workplace and ensure that the program is followed. The candidate must have a background in site execution and be willing and qualified to work as a safety lead and perform project coordination duties.

This position is located in **Argentinia, NL** and is a **full-time, on-site role**.

ESSENTIAL JOB FUNCTIONS:

- Support and demonstrate a commitment to the Port of Argentinia's Occupational Health and Safety Program as a means of building a culture of safety and preventing injury and illness in the workplace and at the work site;
- Act as a lead representative to support the Port of Argentinia's team in participating in all safety initiatives including training, developing safe operating work practices and procedures, creating and maintaining of Job Safety Analysis and emergency preparedness;
- Identify, report and offer resolution to any unsafe work conditions, project risks and issues, ensuring that they are identified and addressed in a timely manner to the QHSE Manager;
- Analyze incidents and trends and report accordingly;
- Prepare and execute audits and inspections while ensuring compliance with regulatory requirements;
- Provide advice and support to Managers and Port staff on all Health and Safety related matters;
- Develop and update documentation for the safety program and ensure required information is posted and available to staff;
- Develop, implement, and monitor port processes and procedures for continuous improvement to maintain the highest level of safety and quality within our marine port operations through audits, assessments, discussions, and meetings with key personnel;
- Promotion of health and safety in the workplace, and on the work site;
- Coordinate the completion of site and new employee safety orientations;
- Maintain knowledge of marine codes and other regulations in support of the operation;

- Provide safety advice and support during berthing and wharfage and other dockside activities at the Port of Argentia;
- Liaising with ships, terminal operators, and other tenants on Health and Safety issues;
- Review and maintain all incident reports and ensure that they are uploaded to the Port's tracking system;
- Have a strong knowledge of HSE regulatory standards and Federal and Provincial regulations and ensuring application of these in the workplace and throughout the work site;
- Assist in developing training programs and attend meetings in relation to HSE; and
- Stay current on safety regulations, standards, and best practices, and make recommendations for improvements to safety programs and practices.

EDUCATION AND EXPERIENCE REQUIREMENTS:

- Post-secondary certificate, diploma or degree from an accredited college, technical institute, or university in a relevant discipline and/or equivalent experience with ongoing professional development;
- 5 or more years of experience in an HSE role or capacity;
- Strong knowledge of Federal and Provincial rules and regulations;
- Training in incident investigation and analysis (i.e., TapRoot, Root Cause, etc.) is considered an asset;
- Valid Class 5 Driver's License;
- Current member of the CRSP is considered an asset; and
- Experience in the Marine Industry is considered an asset.

KNOWLEDGE, SKILLS, & ATTRIBUTES:

- Have a drive for continuous improvement and commitment to HSE performance within the Company;
- Ability to respectfully challenge any existing practices that are not aligning with safety policies and procedures;
- Ability to solve HSE issues and problems as they arise;
- Strong leadership and coaching skills;
- Possess strong written and verbal communication skills;
- Ability to work independently with little direction and/or within a team environment;
- Strong problem-solving skills and the ability to forecast, analyze and work under pressure;
- Strong organizational and planning skills with the ability to manage multiple priorities; and
- Proficient in the use of MS Office Suite (Word, Excel, PowerPoint).

ABOUT PORT OF ARGENTIA:

Port of Argentia is a heavy industrial seaport located on the southeastern portion of the Island of Newfoundland, in Placentia Bay. Formerly the site of a U.S. Naval Base, Argentia is being redeveloped with a diverse group of port users and tenants involved in marine transportation, manufacturing, information technology, construction, offshore oil, mining, and other sectors.

With a strategic location near the main shipping lanes between North America and Europe, Argentia offers well-maintained infrastructure, a highly skilled local workforce, and significant cost advantages.

Additional information is available at <https://portofargentia.ca/>

ABOUT US:

HR Project Partners Inc. (HRPP) is a Human Resources consulting company offering various services in Human Resources, both to individuals and to companies. One of those services is recruitment for companies on a provincial and national basis.

HR Project Partners is an equal opportunity employer.

Please apply directly to this job posting. For questions regarding the position, please feel free to email resume@hrproject.ca. While HR Project Partners appreciates all applications we receive, we advise that only candidates under consideration will be contacted.