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Job Specification

Position Title: OCCUPATIONAL HEALTH AND SAFETY ENGINEER - STRUCTURAL ENGINEERING
Job Code: PEGO - Bargaining-Engineering 09, 09PBE
Job ID: 20959

Purpose of Position:

To provide multi-disciplined engineering expertise relating to Occupational Health and Safety, with additional expertise in civil engineering with structural specialisation, in support of all Occupational Health and Safety programs for workplaces falling within Provincial jurisdiction within a designated region and across the Province as required; to conduct OH&S quality assurance assessments of work by private sector engineers; and to represent the Ministry as an OH&S expert and advisor in a variety of forums.

Duties/Responsibilities:

1. Enforces the Occupational Health and Safety Act and regulations in workplaces which fall within Provincial jurisdiction. Conducts proactive engineering-related inspections and workplace audits to determine compliance with legislated standards, codes, and established engineering practices; observes and identifies hazards; identifies contraventions of provincial legislation, and federal legislation for work undertaken on behalf of the Federal Government; and takes pre-emptive authoritative action (e.g.: requesting other specialized and/or professional opinions, issuing orders concerning engineering deficiencies, communicating standards of compliance for specific workplace situations). Monitors employer action to achieve compliance, and has authority to remove orders when satisfied.

Uses specialized knowledge and experience to provide expertise to other regions as requested in support of their OH&S programs.

Provides professional advice to OH&S inspectors in the conduct of inspections and investigations, and in providing information and advice to concerned parties (e.g.: regarding unresolved health and safety concerns, worker education and training programs), using specialized OH&S engineering knowledge and experience.

2. Works as part of the investigation team to conduct investigations (e.g.: in response to fatalities, critical injuries, work refusals, complaints); determines causes and contraventions under the OH&S Act from an engineering and OH&S perspective. Reports to and advises the appropriate District Manager on findings and recommendations. Participates in gathering evidence, prepares engineering reports and functions as an expert engineering witness in court as required. Prepares authoritative engineering-related responses to Coroner's Jury recommendations. Uses engineering expertise and OH&S knowledge to prepare briefing notes on engineering issues for senior management and the Minister, and to follow-up on MOL-adopted recommendations (e.g.: to draft hazard alerts).

3. Participates in developing OH&S related standards of compliance.

Initiates and performs OH&S quality assurance assessments of reports and certifications to monitor private sector engineers compliance with accepted standards and applicable legislation. Makes specific recommendations to the District Manager concerning action to improve private sector engineers performance and compliance within accepted standards and applicable legislation.

Represents the Ministry and Government as an engineering and OH&S authority and advisor (e.g.: on Provincial and national standards and codes committees) and as a colleague on multi-disciplinary work groups, as approved by management (e.g.: to develop best practices, develop OH&S guidance materials, hazard alerts, etc). Shares expertise by participating in developing and training new staff.

4. Provides engineering expertise and participates in developing and encouraging initiatives to improve employer understanding of OH&S legislation, standards, codes and acceptable practices, and takes action in conjunction with OH&S inspectors, physicians, hygienists, ergonomists, Provincial Specialists, and health and safety organizations such as Workplace Safety & Insurance Board, Safe Workplace Associations and industry based groups. Responds to engineering enquiries (e.g.: from public, owners, private sector engineering consultants, physicians, suppliers, workers, union/employer officials, and internal Ministry/Division/government clients), explaining specific OH&S and engineering issues, concepts and standards and their application under the Act, regulations and related legislation.

5. Monitors trends and developments in engineering and the health and safety field to identify significant changes, prioritize workplaces for engineering-related inspections, ensure that established standards are still relevant and defensible, and promote good engineering practices. Conducts related studies and research, identifies issues, and makes recommendations to Provincial Engineer and management on action and new standards. Maintains awareness of new legislation, engineering technology, new methods

and processes in workplaces.

Knowledge:

Membership in or eligibility for membership in the PEO, a fully recognised formal qualification in civil engineering with structural specialisation and extensive professional experience in all accepted discipline-related theories, principles and practices. Knowledge of other engineering theories, principles and practices related to OH&S. Thorough knowledge and understanding of the OH&S Act and related legislation, standards, codes and policies, and Division/Ministry mandate, priorities, administrative policies and procedures. Knowledge of related Federal legislation and standards for work undertaken on behalf of the Federal Government. Ability to undertake high-level, specialised, multi-disciplinary engineering inspections and investigations within a wide variety of workplace settings and perform paper and workplace audits of private sector engineers work, and provide authoritative, reliable and defensible assessments, advice and recommendations. Ability to work well under pressure in a high-profile and time-sensitive environment where there may be considerable stress or reluctance to co-operate. Ability to provide expertise and represent the Ministry in a multi-disciplinary setting (eg: external committees to develop codes), and to communicate complex technical and professional matters and needs to non-professional parties clearly, assertively and tactfully in stressful situations. Excellent written and oral communications, consulting and advisory skills, relationship management skills, and ability to plan and manage an often unpredictable workload to meet business plan and performance standards. Proficiency in using a computer to produce engineering and other analyses, reports and a variety of draft materials as required. Class G driver's license.

Judgement:

Works with administrative direction from the District Manager and is considered professionally authoritative within the scope of civil engineering with structural specialisation and OH&S engineering-related expertise. Work is guided by professional standards, OH&S legislation, regulations, standards and codes, and related administrative and program policies and procedures. Judgement is required to: plan and undertake engineering-related inspections and investigations, determine what information is required and appropriate, and ensure integrity at all phases; determine when to obtain specialist input from others during investigations; perform complex assessments, make appropriate recommendations, take appropriate action and provide expert testimony; audit and assess work of private sector engineering consultants; provide OH&S related engineering advice and guidance to staff, and internal and external multi-disciplinary teams as an official representative of the Ministry; research, monitor and evaluate trends in the OH&S industry and civil engineering with structural specialisation engineering to assess and make recommendations on the appropriateness of current Ministry standards, policies and procedures.

Accountability - Programs:

Is accountable for ensuring integrity in performing audits, investigations, engineering-related inspections and research which support the Ministry's enforcement activities within a designated region and across the Province as required; for contributing civil engineering with structural specialisation and OH&S engineering-related expertise in the development and review of related standards and codes and approved practices; and for providing advice, interpretation and guidance to Ministry personnel, employers, unions, Workplace Safety and Insurance Board (WSIB), Safe Workplace Associations (SWAs), health and safety field professionals, and others involved in OH&S.

Accountability - Impact of Errors:

Errors in judgement (eg: in planning, research, assessment, action, and development of recommendations) could result in unsafe working conditions and potential injury, disease and loss of life, or could result in substantial costs to employers in trying to meet unreasonable OH&S orders and standards. Failures of judgement could result in negative responses (eg: from employers, workers, OH&S professionals and the public) and destroy Ministry credibility. Inability to represent the Ministry appropriately in public and professional forums could discredit the Ministry, government and the goals of the OH&S program. Errors in professional engineering judgement could result in Ministry and personal liability.

Contact - Internal:

Frequent contacts with professional and other counterparts across the Province to provide expertise, participate in engineering-related inspections and investigations, advise and gather information and opinions. Occasional contacts with senior management and legal counsel to interpret findings and advise.

Contact - External:

Frequent contacts with employers, employees, unions, OH&S professionals, consulting engineers, architects and a variety of other parties (eg: Safe Workplace Associations), to represent the Ministry; undertake engineering-related inspections, investigations and audits; inform, interpret, instruct and advise; participate on committees, and keep up-to-date on trends and developments. Occasional contacts with external legal counsel and others in the legal system to represent the Ministry as an expert witness.