

Job Description

Birchcliff Energy is seeking a professional Health & Safety Advisor to join our Calgary based team. The candidate must have a positive attitude, be a progressive thinker, have a desire to support and work towards improving our already excellent Health and Safety culture. The successful candidate will report to the Health & Safety Manager, the primary role of this key position is to work closely with the Health & Safety Team and Operations staff assisting in stewarding to and implementation of the Health and Safety program for Birchcliff's operating areas.

The successful candidate will be required to travel to our field location on a regular basis.

Key Responsibilities

- Incident Management:
 - Support the management of the online Incident Management program;
 - Incident reporting support; and
 - Investigation support; ensuring full circle documentation of incident including root cause and effective corrective actions.
- Competency Management:
 - Support the management of the online Learning Management program;
 - Uploading and creation of new/revised Codes or Practice, Standard Operating Procedures and Safe Work Practices; and
 - Ongoing monitoring.
- Develop, Implement and Support Health and Safety programs and initiatives.
- Supporting the team in trend analysis on all incidents, near hits and hazard identifications.
- Coordinate and manage Emergency Response plan updates; training exercises, managing binder inventory and distribution lists, updating new assets, tracking updates, etc.
- Contractor engagement; managing our online system, ISNetworld, and working with our contractors.
- Support orientations of Birchcliff policy and processes with new and current employees in the corporate office.
- Preparation and distribution of internal safety alerts, memos, correspondence, etc.
- Assist with on-going Health and Safety program updates including the Corporate Health and Safety Manual, Codes of Practices, Standard Operating Procedures, etc.
- Provide field with content and support for the Field Health and Safety meetings.
- Support the development of the Health and Safety Quarterly Summary Report.
- Assist with planning for our annual Safety Stand Down and our annual Spring Safety Seminars and Health Awareness week.

Education, Skills and Abilities

- Must have a minimum 10 years health and safety experience in the oil and gas industry.
- Oil and gas experience in drilling, completions and/or production operations would be an asset.
- CRSP or OH&S certificate required at a minimum.
- The ability to work as a team member.
- Motivated to support all aspects of our Operations.
- Must be able to manage time and priorities.
- Must be able to take direction as well as add professional input into decisions and provide direction.
- Excellent critical thinking skills.
- Ability to mentor and work with staff.
- Very strong organizational skills.
- Demonstrate a keen interest for accuracy and attention to detail.
- Strong computer software skills including Word, Excel, PowerPoint and Outlook.
- Strong TEAM player with effective and open communication skills. Birchcliff is a highly interactive company and expects a high level of team work and communication across all departments.
- Advanced communication skills, both written and verbal.
- ***Candidate must currently reside in the immediate Calgary region.***
- ***Must be available for frequent travel to our field operational areas.***

Application Process

Interested applicants are invited to submit their resume to careers@birchcliffenergy.com with the term "Health and Safety Advisor" in the subject line of the email.

The successful applicant will be a highly motivated, flexible, enthusiastic and well-organized individual who enjoys being part of a fast-paced team.

We thank you in advance for your submission; however, only those selected for an interview will be contacted.