

## Hazardous Material Assessment Coordinator

The University of Manitoba is a driving force of innovation, discovery and advancement. Our momentum is propelled by our campus community – UM faculty, staff and students whose determination and curiosity shape our world for the better. Our teaching, learning and work environment is uniquely strengthened and enriched by Indigenous perspectives. With two main campuses in Winnipeg, satellite campuses throughout Manitoba, and world-wide research, UM's impact is global.

Discover outstanding employee benefits, experience world-class facilities and join a dynamic community that values reconciliation, sustainability, diversity, and inclusion. We are one of Manitoba's Top Employers and one of Canada's Best Diversity Employers. At the University of Manitoba, what inspires you can change everything.

### **The opportunity:**

The Hazardous Material Assessment Coordinator will act as the senior expert on Hazardous Building Materials for the U of M, project coordinator for the abatement of hazardous building materials driven by O&M requirements, including support to Architectural and Engineering Services (AES) projects and providing the expertise on the handling of hazardous building materials. This includes meeting and understanding requirements by all stakeholders which include building occupants, O&M trades, environmental contractors, and abatement contractors. The incumbent will also assist in the implementation of occupational safety and health activities as well as training in support of the OSH program.

This includes meetings, negotiations, planning, scheduling, assessment, evaluation, and training. Responding to and directing actions in emergency situations accidental release of hazardous building materials, water intrusion events, fires, and other situations that include hazardous materials. The incumbent is responsible for assisting with developing, scheduling and implementing of ongoing technical training for all staff; (both unionized and not), including but not exclusive to occupational safety and health.

### **The qualifications and experience we're looking for:**

- Undergraduate degree in a related discipline or Diploma in Environmental Engineering Technology is required.
  - Completion of a Safety and Health Certificate program OR achievement of a Safety and Health professional designation is considered an asset.
  - Completion of advanced asbestos awareness training is considered an asset, and is required post selection, if not complete.
  - A valid Province of Manitoba Class 5 driver's license is required.
  - A minimum of seven years' directly-related experience in a maintenance and or construction industry and in asbestos management is required.
  - Must have experience in a multi-trade unionized workplace environment.
  - Project Management experience is required.
  - Sound understanding of the theories, principles and techniques of project management for Hazardous Building Materials is required.
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- Sound understanding of the techniques and methods of research and data analysis is also required.
- Working experience with certified Safety Program (CSAM - COR preferred).
- An acceptable equivalent combination of education and experience may be considered.
- Excellent verbal and written communication skills required.
- Excellent presentation skills required.
- Problem-solving and conflict resolution techniques, practices and skills are required.
- Proficiency in industry standard desktop application software programs (i.e., Microsoft Office) and accurate data entry skills are required, with the ability to learn specialized safety software as needed.
- The ability to understand and interpret technical and legislative documents is required.
- The ability to work with a wide variety of stakeholders is required.
- Must have sound judgement, decision-making, multi-tasking and conflict resolution abilities.
- Must be a self-starter and possess a "can do" attitude.
- The ability to think, speak, present and write logically and clearly, respect time lines, and work collaboratively are essential.
- Satisfactory work record, including satisfactory attendance and punctuality, is required.
- The work requires knowledge of ergonomics, personal protective equipment, machine guarding, hazard monitoring/measurement, hazardous material storage and handling to identify unsafe practices, to develop protocols to prevent accidents, facility systems, and promote compliance.

### **Why the University of Manitoba?**

Along with being one of Manitoba's top employers, we are proud to provide a collaborative and enriching work environment. In addition to a strong compensation package with a competitive salary, the University provides an exceptional workplace that includes:

- Comprehensive group benefits and pension plan.
- Competitive vacation time.
- Employee and Family Assistance Program.
- A full spectrum of professional development opportunities.

Apply today through the University of Manitoba's recruitment site, UM Careers:  
[https://viprecprod.ad.umanitoba.ca/DEFAULT.ASPX?REQ\\_ID=30379](https://viprecprod.ad.umanitoba.ca/DEFAULT.ASPX?REQ_ID=30379)

**Closing Date: December 1, 2023**

**Applications will only be accepted if you apply on UM Careers.**

The University of Manitoba is committed to the principles of equity, diversity & inclusion and to promoting opportunities in hiring, promotion and tenure (where applicable) for systemically marginalized groups who have been excluded from full participation at the University and the larger community including Indigenous Peoples, women, racialized persons, persons with disabilities and those who identify as 2SLGBTQIA+ (Two Spirit, lesbian, gay, bisexual, trans, questioning, intersex, asexual and other diverse sexual identities).

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If you require accommodation supports during the recruitment process, please contact [UM.Accommodation@umanitoba.ca](mailto:UM.Accommodation@umanitoba.ca) or 204-474-7195. Please note this contact information is for accommodation reasons only.

Application materials, including letters of reference, will be handled in accordance with the protection of privacy provisions of *The Freedom of Information and Protection of Privacy Act* (Manitoba). Please note that curriculum vitae will be provided to participating members of the search process.

