



JOB DESCRIPTION

BARKERVILLE GOLD MINES LTD.
3700 SKI HILL ROAD
WELLS, BRITISH-COLUMBIA
V0K 2R0

SAFETY COORDINATOR

Reporting to the Mine Manager, the Safety Coordinator will have significant influence on maintaining a safety focused culture. This roll will provide leadership and direction in health and safety for the mine and the mill operations.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Development, implementation and management of the health and safety department and management system;
- Responsible for the implementation of safety programs, employee training, compliance monitoring, maintaining reporting mechanisms and management of accidents, root cause analysis, property losses and workers compensation;
- Assist with planning resource requirements;
- Responsible for reducing work related injuries by continuously improving the safety management system and engaging employees on all levels;
- Ensure compliance with relevant legislation and regulations;
- Management, delivery and administration of safety training programs within the operations team;
- Development of annual safety training objectives;
- Oversee the development of SOP's, and policies for the operations team;
- Oversee Mine Rescue Team functions;
- Maintain up to date knowledge of mining, and all other applicable resources;
- Develop and maintain open working relationships with all teams onsite;
- Encourage employee involvement in safety by demonstrating management's commitment to safety;
- Implement incident investigations and recommendations;
- Promote health and safety training to all onsite personnel;
- Adhere to Barkerville's Safety Procedures and other company policies;
- Other duties as assigned.

REQUIREMENTS OF THE POSITION:

TRAINING / EXPERIENCE / CERTIFICATION / TRAINING

- Post-Secondary Degree in Health and Safety, Industrial Safety, Engineering or a closely related technical field (Occupational Health and Safety diploma);
- Significant Industry experience – mining, oil and gas and/or related heavy industries;
- OHS and Legislative requirements;
- Systems development and implementation;
- High Level of communication skills
- Industrial Safety background;
- Valid Driver's License.

SKILLS AND ABILITIES REQUIRED

- Excellent interpersonal skills;
- Effective verbal and written communications skills;
- Demonstrated leadership, and possess strong problem solving skills;
- Must be computer literate and proficient with Microsoft office software;
- Strong analytical skills;
- Attention to details;
- Excellent time management skills;
- Ability to multi-task and prioritize work;
- Good adaptability to changes;
- Total commitment to health and safety.