

Manager, Facilities and Safety

Position Details

Position Information

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| Position Title | Manager, Facilities and Safety |
| Department/Unit | Faculty of Engineering General |
| Location | Halifax |
| Posting Number | S184-20 |
| Employee Group | DPMG |
| Position Type | Regular, On-Going |
| Duration of Contract (if applicable) | |
| Employment Type | Full Time |
| Full-time Equivalency (FTE) | 1.0 |
| Salary | \$68,116 - \$92,158 per annum |
| Classification | ADM-07 |
| Provisional Statement | This is a provisional classification. Formal classification procedures will be initiated by the Compensation & Job Evaluation Unit in approximately six months. |

About Dalhousie University Dalhousie University is Atlantic Canada's leading research-intensive university and a driver of the region's intellectual, social and economic development. Located in the heart of Halifax, Nova Scotia, with an Agricultural Campus in Truro/Bible Hill, Dalhousie is a truly national and international university, with more than half of our 19,000 students coming from outside of the province. Our 6,000 faculty and staff foster a vibrant, purpose-driven community, that celebrated 200 years of academic excellence in 2018.

Job Summary The Faculty of Engineering at Dalhousie University provides an opportunity to be part of an excellent engineering school in a leading, research-intensive Canadian University. This position reports to the Dean of Engineering and the Executive Director Environmental Health and Safety. The purpose of the position is to lead and manage engineering and technical activities related to operations and safety of all undergraduate and research labs, workshops, and other faculty spaces. Through the university Environmental Health and Safety (EHS) Office, this position manages selected safety initiatives throughout all Dalhousie campuses.

Key Responsibilities

- Provides strategic counsel to the Dean and Associate Dean, Undergraduate Studies to co-ordinate priorities for faculty space and workshops related to teaching and research. Ensures the Faculty has appropriate policies, procedures, and trained personnel to properly oversee the safety of faculty, staff, and students working in labs and workshops.
- Works with faculty and course instructors in design, development, and construction of new teaching experiments as required to ensure a quality safe lab experience for our students and maintain accreditation status.

- The Manager supervises engineering and technical staff located within the Faculty of Engineering, the Emera ideaHUB and university EHS Office. Leads and directs staff to ensure regular inspection, maintenance, and repair of faculty equipment and vehicles is carried out. Works with Facilities Management and other university units on any maintenance, construction or renovation issues related to the Faculty facilities.
- Works closely with ideaHUB Director, and other personnel, to support development and delivery of HUB programs. Provides and/or oversees technical support for HUB projects and ensures provisions are made for appropriate training and safety orientation of all HUB participants.
- Oversees the efficient operation of campus EHS committees. Undertakes or directs safety audits and risk assessments and develops administrative controls to address non-compliance issues. Responds and assists at campus EHS emergencies and investigates incidents.
- Works as part of the University EHS Office to manage selected EHS programs for all Dalhousie campuses, including Halifax, Truro, and New Brunswick locations. Acts as liaison to local regulatory bodies on EHS matters.

Note**Qualifications**

Bachelor of Engineering with 5 years' relevant experience (or equivalent combination of training and experience). Must be registered, or be eligible for registration, with Engineers Nova Scotia. Experience /training in environmental health and safety required. Excellent organizational, leadership and management skills are required. A demonstrated competency in supervision of support staff, project management and research support services required. Excellent communication skills (both written and oral) required. Canadian Registered Safety Professional (CRSP), or CRSP eligible, an asset.

Job Competencies

The successful candidate is expected to demonstrate proficiency in Dalhousie's core and leadership competencies (<https://www.dal.ca/dept/leaders.html>), in particular:

- Respect & Inclusion
- Thinking and Acting Strategically
- Relationship Building
- Resource & Process Management
- Change & Innovation

Additional Information

Dalhousie University supports a healthy and balanced lifestyle. Our total compensation package includes a defined benefit pension plan, health and dental plans, a health spending account, an employee and family assistance program and a tuition assistance program.

Application Consideration

Applications from university employees and external candidates are given concurrent consideration. Among short-listed candidates, university employees will be given special consideration.

We thank all applicants for their interest, however, only candidates selected for an interview will be contacted.

Diversity Statement

Dalhousie University is committed to fostering a collegial culture grounded in diversity and inclusiveness. The university encourages applications from Indigenous persons, persons with a disability, racially visible persons, women, persons of a minority sexual orientation and/or gender identity, and all candidates who would contribute to the diversity of our community. For more information, please visit www.dal.ca/hiringfordiversity.

Posting Detail Information

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| Number of Vacancies | 1 |
| Open Date | 11/04/2020 |
| Close Date | 11/19/2020 |
| Open Until Filled | No |

Special Instructions to Applicant

Quick Link for Direct Access to Posting <http://dal.peopleadmin.ca/postings/4736>

Supplemental Questions

Required fields are indicated with an asterisk (*).

Documents Needed to Apply

Required Documents

1. Résumé / Curriculum Vitae (CV)

Optional Documents

1. Cover Letter