



Fine Choice Foods Ltd. specializes in the manufacturing of Asian-themed appetizers, including spring rolls, gyozas, dumplings and sauces. For over 35 years, we have been supplying food service providers and retailers across Canada and regionally in the US.

You will also be expected to consistently demonstrate behaviours which align with our **Guiding Principles**. Our Guiding Principles are not just fancy phrases on glossy pages. Instead, we live and exhibit them every day. They are the foundation of who we are – do they resonate with you?

- *Be Caring and Careful*
- *Honor our Roots, Embrace our Future*
- *Taste the Passion*
- *Listen, Learn, Teach and Grow*
- *Win Together*
- *Be Creative and Better Every Day*

Job Description:

- Participates in the activities of the Health & Safety Department and front-line leadership including department managers, supervisors and lead hands
- Will train and educate employees on various Health & Safety topics
- Collaborates with management, supervisors, and employees in successful application of the OHSMS
- Collaborates with operational personnel to ensure hazards and risks are identified, reported and managed
- Collaborates with front line leadership in promoting safe behaviors on a task by task basis
- Assists in providing site specific training and education for front line leadership and employees as it relates to the OHSMS
- Participates in development of safety goals, objectives and metrics. Monitors and analyzes goals/objectives and metrics on a frequent basis to help eliminate occupational injuries and illness from the workplace
- Coordinates and analyzes incident root-cause and recommends corrective action
- Promotes safety accountability with management and front-line leadership
- Works closely with local regulatory bodies and safety consultants to ensure the OHSMS is well coordinated and professionally administered
- Maintains accurate and updated injury and incident records, compiles trends and uses data to support safety objectives
- Guides the Joint Occupational Health & Safety Committee, provides feedback and guidance on OHSMS and Culture improvement
- Participates in early injury management and supports return to work program
- Follows and adheres to all given instructions including work procedures, Standard Operating Procedures (SOPs) and Good Manufacturing Practices (GMP)
- Strictly adheres to and observes all safety policies as outlined in the company policies and training sessions
- Other duties as assigned



Requirements:

Technical

- Currently enrolled in or completion of a Certificate or Degree in Health & Safety from an accredited institution
- Minimum two (2) years working experience in Health & Safety or an equivalent combination of education and experience
- Knowledge of the Occupational Health & Safety Regulation and Act
- Experience in manufacturing or a related industry would be an asset

Attributes

- Ability to effectively present to, train and educate others
- Proficient verbal and written communication skills
- Proficiency with Microsoft Office and Adobe
- Flexible work hours, as required

We are a hard-working, collaborative team and we hold each other accountable at all times! Caring for our people, products and customers is what we do and we do what is right, always! If you feel you have what it takes to join our Fine Choice Family, please submit your resume and a cover letter outlining how you think you'd be able to help us drive and feel our culture throughout our organization.

We welcome everyone to sit at our table and we embrace diversity within our workplace. We strongly encourage applications from qualified women, men, visible minorities, aboriginal peoples, and persons with disabilities. We thank all applicants for their interest, but only those selected for an interview will be contacted.