

ST. LAWRENCE FLUORSPAR PROJECT

Loss Control Officer (Site Medic)

We are currently seeking applications from individuals who are interested in joining our team as a **Loss Control Officer (Site Medic)**. The primary focus of this role will be to assist with the implementation, maintenance and audit of an effective safety and health program that supports the CFI Mine Health and Safety strategy.



Reporting to the HSE Manager, this position will work a seven (7) days on / seven (7) day off work schedule. Duties will include but not limited to providing employees with complete first response and injury care service; maintaining a First Aid Room; compiling safety meeting minutes and/or tail gate meetings; maintaining mine site security through controlling visitor and vendor access to the property; monitoring incoming/outgoing traffic and shipments and conducting vehicle searches and safety checks when necessary; completing site orientations for contractors; providing switchboard relief and completing absenteeism reports as required; compiling incident data; completing all forms for WCB claims management; and completing Drug Screening collection procedures (post incident & reasonable cause).

The successful candidate will possess an PCP (Primary Care Paramedic) certificate and have a minimum of two (2) years relevant experience. Advanced computer skills including Microsoft Word, Excel and Outlook as well as verbal and written communication skills are essential for this position. Additionally, a valid Occupational Health and Safety Diploma would be an asset.

To apply, please forward a cover letter and resume by 12:00 PM on **November 14, 2018** to:

POSTING #2018-116 – LOSS CONTROL OFFICER

ATTN: Human Resources Department

Email: careers@canadafluorspar.com

Fax: (709) 873-3335