



## Job Posting – Safety Advisor

### Who We Are

The Mikisew Cree First Nation (Mikisew) has lived on the ancestral lands of the Athabasca Delta and Wood Buffalo National Park in northeastern Alberta since time immemorial. The lives of our members are linked to the land and to a close understanding of traditions, history, and a natural way of life. Many of our members live in the hamlet of Fort Chipewyan, and our traditional lands range over a large portion of Athabasca oil sands deposits. For nearly 30 years, Mikisew Group, our wholly owned business arm, has worked toward the long-term, sustainable economic progress of our Nation and its members through employment and significant investments in education, training, social programs, and infrastructure.

We are currently looking to hire a Full Time **Safety Advisor** who is responsible for ensuring Mikisew Cree First Nation work sites are safe. This opportunity will be a full-time permanent position that ensures all divisions comply with Safe Work Practices and additional procedures are developed, implemented, and maintained.

### Who You Are

- Provide safety advice and support to various divisions and projects.
- Collaborates with operations to identify that required procedures and policies are followed.
- Ensure Compliance with Health and Safety Regulations
- Conduct Safety Orientation Sessions and ongoing training
- Proven experience with residential construction.
- Document training activities and submit training records to management.
- Document and provide monthly reports to management.
- Initiates and support workplace safety investigations. Will be primarily responsible for the review of investigation reports and distributing them to key stakeholders.
- Responsible for hazard assessment and control
- Will develop and lead the implementation of emergency response plans, procedures, and protocols.



- Ensure compliance with emergency preparedness procedures, ensure evacuation plans are updated, and that regular fire drills are completed per OHS requirements.
- Other duties as required.

## Qualifications

- Excellent oral and written communication skills.
- Comfortable with computers and implementation of new computer systems, specifically Microsoft Excel and Word.
- Minimum of 1-3 years of experience in a similar role.
- Knowledge of First Nations communities.
- Proven experience in building working relationships with First Nations communities and partners.
- Highly responsible, reliable and must maintain confidentiality
- Possess valid Class 5 AB driver's license
- NSCO, CRSP or CSO Certification
- Ability to work under minimal supervision

## Other Requirements

- Willingness and ability to work after hours and/or weekends when required.
- Successful completion of First Aid.
- Must provide and possess a clear criminal record vulnerable sector check.
- Ability to speak and/or understand the Cree language (or another applicable First Nation language) would be beneficial.
- Previous working knowledge of SiteDocs would be beneficial.

Only those candidates selected for an interview will be contacted.

Please submit your resume and cover letter, by email, in confidence to  
Attention: Human Resources

[hr@mikisewcree.ca](mailto:hr@mikisewcree.ca)

[betty@impacthr.ca](mailto:betty@impacthr.ca)

*We thank all applicants but only those selected will be contacted for an interview*



**MIKISEW CREE**  
**FIRST NATION**

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