



35 MacDonald Ave,
Dartmouth, NS, B3B 1C6
Tel: 902 468 6696
Toll Free NS: 1 800 971 3888
Fax: 902 468 884
Web: www.constructionsafetyns.ca

Construction Safety Nova Scotia is an ISO 9001:2015 certified, not-for-profit association, funded by the construction industry in Nova Scotia. Construction Safety Nova Scotia provides a broad range of OHS training, advisor and COR Evaluation services to more than 6000 employer members within the NS construction industry.

Construction Safety Nova Scotia is looking for a full time Research Specialist.

Education and Experience

University graduate with a specialization in Business, Public Administration, Occupational Research, Occupational Psychology, or a reasonable equivalent. Three years experience in a research position is preferred. Knowledge of Occupational Health and Safety research and theory is also an asset. Familiarity and experience in the construction industry is preferable, but not compulsory.

Skills and Abilities

Strong research, analysis, effective communications, organizational, interpersonal, and time management skills are mandatory. Must have strong computer skills including knowledge of Microsoft Office. An ability to understand, manage, and report from survey databases is also an asset.

Overview

Reporting to the General Manager, this position is accountable for conducting research on a variety of subjects to identify best practices and emerging policy trends to support decision making and evaluation with respect to existing and proposed services in construction safety procedures, guidelines and programs; designing research methodology for the collection of data; developing and maintaining databases and preparing statistical reports. The Research Specialist plays a role in informing Construction Safety Nova Scotia' Senior Management of recent research findings, perceived best practices, and other related information. The Research Specialist is responsible to undertake projects as directed by the General Manager and other members of Senior Management.





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Specific Duties and Responsibilities

1. **Statistical Reports, Analysis, and Survey Design** – Produce and design analytical briefings as required by the General Manager, Chief Safety Services Officer, and other members of Senior Management. Design outcomes and satisfaction surveys to gauge responsiveness and inform the decision-making process regarding organizational direction.
2. **Environmental Scanning** – Continually scan and evaluate health and safety products and services available in other organizations and locations to determine organizational opportunities.
3. **Operational Research** – Maintain an overall knowledge of health and safety research in the construction industry, and occupational health and safety, in general, to assist the organization in developing health and safety services and products. Reference and represent that information at meetings and in discussions, as needed. Ensure adherence to professional standards and ethics of research.
4. **Special Projects** – Responsible for the completion of special projects as directed by the General Manager, Chief Safety Services Officer, and other members of Senior Management.
5. **Occupational Research** – Lead research on individual, group, organization and industry sector dynamics, with the goal of identifying trends and problems, along with proposing solution to improve the long term well being and success of organizations and individuals.

Starting Salary: \$55,000 per year

If interested, please send your resume to:

Damon Alcock
Chief Safety Services Officer
35 MacDonald Ave.
Dartmouth, NS
B3B 1C6
dalcock@constructionsafetyns.ca

Deadline to apply is: January 22, 2019

