

JOB DESCRIPTION

POSITION: HSE ADVISOR

Reporting to the **Health and Safety Manager**, the HSE Advisor is a critical Health and Safety team member. They will contribute to the planning, organizing, and coordinating of health and safety aspects of project activities following established policies, procedures, and systems in place for Greenfire Resources Operating Corporation (GROC). GROC is a fast-paced, dynamic work environment where staff are expected to handle multiple projects, with a broad scope of work, at the same time.

This permanent full-time position is based at the Greenfire Hangingstone Expansion Project.

JOB DUTIES AND RESPONSIBILITIES:

Responsibilities of this role include, but are not limited to:

- On an ongoing basis, support the HS Manager in developing, managing, reviewing, and revising corporate HSE governing documents.
- Coach, mentor, educate, and support site management conducting incident investigations.
- Conduct routine site inspections per the Health & Safety Management System (HSMS).
- Collaborate with site management to ensure the safety of workers, contractors, suppliers, and visitors by conducting hazard assessments and risk analyses to identify existing and potential hazards at all locations.
- When on-site, respond to on-site emergencies, support, and participate in prompt and thorough investigations of all incidents and near misses as per the HSMS. Aid site management in identifying and documenting root causes, corrective actions, and recommendations to prevent recurrence.
- Work with site management to record and steward all site-related incident records, including corrective actions, to ensure compliance with all relevant governance.
- When requested, assist Human Resources and HS Manager with managing WCB claims.
- Ensure first aid, safety, and required personal protective equipment are in place as needed and liaise with site management to identify and replace any deficient equipment.
- Support the HS Manager in creating and distributing relevant health and safety communication media (i.e., safety moments, bulletins, and reports).
- Review ERP and make recommendations for improvement to the HS Manager. Assist site management with ERP Drills, tabletop exercises, and full mobilization exercises.
- When on-site, participate in the Wildfire Task Force, ensuring assigned action items are completed appropriately, and aiding in site response to wildfire emergencies.
- When on-site, participate in relevant operational and safety meetings.
- Provide guidance and advice to the field Health and Safety Committee and participate as required.
- Periodically review field SOPs and recommend relevant HSE updates as required.
- Aid site management in implementing and supporting the Safety Data Sheet software.
- Proactively follow industry and regulatory changes to ensure provincial health and safety compliance and provide relevant updates to site management.
- Observe site practices, identify hazards, document findings, and report non-conformance issues with Alberta OHS codes or the Greenfire HSMS to the HS Manager



REQUIRED EXPERIENCE AND SKILL SET:

- 10+ years' experience implementing the domains of a health and safety management system.
- Bachelor's Degree from a recognized post-secondary institution in Occupational Health and Safety preferred.
- Other combinations of education and experience will be considered.
- Professional designation (NCSO, CRSP, CSP, CMIOSH, CHSC) is considered an asset.
- Experience in the Canadian oil and gas industry, specifically with oil sand operations, is considered an asset.
- Technical experience in hazard assessment, confined spaces, fall protection, emergency preparedness, and incident investigation is considered an asset.
- Strong interpersonal and communication skills.
- Self-motivated with a strong work ethic and high personal standards for performance.
- Ability to handle multiple priorities and maintain flexibility in completing tasks in a dynamic workplace.

CORE COMPETENCIES:

- Builds personal leadership, self-awareness, and leadership effectiveness.
- Demonstrates an unwavering commitment and investment in developing individuals, teams, corporate culture, and values.
- Fosters collaboration and builds strong and trusting internal relationships by modelling and supporting collaboration across the company.
- Champions Business Excellence and leverages creative thinking, business insight, and financial acumen to build operational efficiency and long-term business success.
- Shapes strategies aligned with Greenfire's mission and supports the company's overall vision by executing strategies that create a thriving and sustainable business.

Why Greenfire?

GROC explores, acquires, develops, and produces oil and gas in the Canadian energy sector and internationally. In 2020, the Company's operations team was awarded the Energy Excellence Awards Champion for Project Excellence in Oilsands, voted by its peers to recognize energy excellence and focused advancement and collaboration with Canada's energy sector. GROC is well capitalized to seek additional oil and gas assets within Canada.

*** Compensation commensurate with experience ***

Greenfire expressly reserves the right to change, modify or delete portions of this Job Description based on business needs.