



Labstat International ULC is an independent, privately owned, analytical laboratory with over 40 years of leading experience in testing all types of nicotine containing products including as e-cigarette liquids, and vapours, heat-not-burn substrates and emissions, as well as smokeless and combustible tobacco products and emissions for regulatory reporting and labeling for worldwide interests.

As a recognized global “Centre of Excellence” our team of Scientists and Technicians perform testing for clients around the world in analytical chemistry, toxicology, biomarkers as well as extensive research and method development.

We are currently looking for a Full time **Health & Safety Assistant (#2017-30)** to join our team and provide support to our *Health & Safety Department*.

Duties and responsibilities include but not necessarily limited to:

- Manage PPE and Labcoat program for 400+ employees
- Manage Ergonomic Mat account
- Preparation and maintenance of Business continuity kits
- Chemical inventory for all buildings in accordance with Fire Code
- Tracking of various documentation (i.e. Emergency lighting, eyewash/safety showers, first aid kits/AEDs, minutes from JHSC meeting, Corrective Action, Hazard reports)
- Preparation of Monthly General Inspection Binders for JHSC
- May assist with maintaining Health & Safety policies and documents
- Must be willing to be part of the Emergency Liaison teams (ie. Spill, First Aid, Fire, Liaison)
- Will assist or administer safety training (i.e. Respirator FIT Testing, WHMIS)
- Other duties as assigned

Qualifications / experience required:

- Completion of or in progress of completing a Certificate in Health & Safety
- Previous safety experience (i.e. 2 years)
- Laboratory or chemical background an asset
- Exceptional communication, and organization skills
- Ability to work with limited supervision
- Advanced computer skills in MS Office (Excel, Word and Publisher)

Labstat offers competitive wages, benefits, vacation schedule, training programs and social events.

Labstat values a diverse workforce.

Labstat values Equal Opportunity and embraces diversity. Begin a dynamic and rewarding career by becoming a member of Labstat's team of professionals!

Qualified applicants should **quote posting # 2017-30** and apply to:

Human Resources; Labstat International ULC
262 Manitou Dr. Kitchener, ON N2C 1L3
Fax (519) 748-1654
hr@labstat.com