



Health and Safety Coordinator

For over 30 years, Atlantic Aqua Farms have set the highest standard of quality in the North American shellfish industry. We place a high value on providing a positive working environment that ensures our employees are respected and challenged daily.

We are currently seeking a **Health and Safety Coordinator** to join our dynamic team. The successful candidate will be responsible for leading our safety initiatives across Canada and the USA and ensuring consistency and compliance across our worksites.

The **Health & Safety Coordinator** supports the development, implementation, and continuous improvement of workplace health, safety, and environmental systems. This role ensures compliance with legislation, company policies, and best practices to maintain a safe and healthy work environment for all employees, contractors, and visitors. Reporting to the VP, Canadian Operations you will play a critical role in promoting a safety-first culture all across the organization in both Canada and the USA.

Key responsibilities will include but are not limited to the following:

- Develop, implement, and monitor workplace health and safety programs
- Conduct regular site inspections, risk assessments, and safety audits to identify potential hazards and ensure corrective actions are implemented
- Maintain H&S records, reports, and documentation (e.g., training logs, inspection reports, incident records)
- Build and present quarterly progress reports of the safety program to the executive team
- Coordinate and deliver safety inductions and toolbox talks for new and existing staff
- Ensure compliance with all relevant H&S legislation, codes of practice, and company standards.
- Promote a culture of safety awareness and accountability
- Other special project tasks and coverage as needed

Key attributes and skills required:

- Strong interpersonal skills with the ability to comprehend and translate verbal and written instructions into action
- Strong analytical and problem-solving skills
- Commitment to promoting a culture of continuous improvement in health and safety.
- High attention to detail and excellent organizational skills
- Desire to learn and continuously improve
- Comfortable operating in a complex and rapidly changing company
- Proficient in MS Office (Word, Excel, Outlook, Teams)



Education and experience:

- Post secondary education with a degree or diploma in Occupational Health & Safety or a related discipline
- 2-4 years of relevant experience in a manufacturing, farming, or aquaculture related field
- Valid driver's license & passport; ability to travel to job sites within Canada and the US as required
- Safety certifications such as WHMIS, First Aid, or equivalent considered an asset

Compensation: \$60,000 to \$75,000

- Casual work environment
- Company paid Health and Dental Benefits
- Company matched RRSP program
- Dental care

Work Location:

- Charlottetown, PE C1A 4P5: reliably commute or plan to relocate before starting work (required)

Travel: Up to 25% within PEI and the USA

Candidates interested in applying for this position are encouraged to submit their resume to jobs@atlanticaquafarms.com. Only those applicants chosen for an interview will be contacted.