

**We are looking for the best of the best**

**Safety Officer  
Part-time  
Group Services Burwood**



**Integricare is looking for a person with a strong passion for early learning to lead our team of professional educators at our Rockdale Plaza Centre.**

**Integricare**

At Integricare we provide a rewarding environment for passionate people who are committed to seeing a new generation flourish. Established since 1882, as a Christian organisation, we have a long history of making a positive impact in communities. Our families tell us that our learning quality and care excellent, and in many cases exceptional. This does not happen by accident, we are only as good as our people, and we are looking for the best of the best.

**The Opportunity**

We are looking for a WHS professional, to work 3 days per week, who can join our dedicated team and actively manage the development and maintenance of a safe working environment for all of our employees and children. It covers assessment and reporting, implementing safe work practices, WHS management, compliance and adoption of new safety policies and procedures. This role is based in Integricare's central office in Burwood but will require travel within Sydney.

**Key responsibilities**

- Ensuring that we are achieving regulatory compliance by being fully aware of the requirements and then ensuring that we are adhering to those standards,
- Collaborating with the Operations Team on the various requirements of Childsafe,

- Coordinate the activities, training and communication of health-related issues e.g. Covid19 and Mental Health,
- Ensuring that the process of reporting and follow-up of incidents and hazards by managers is being diligently attended to,
- Capturing learning from incidents, injuries and hazards, identifying trends and implementing changes to work practises,
- Conducting and/or managing safety audits, reporting and implementing any changes,
- Conducting and/or co-ordinating safety training,
- Highlighting and making changes to policies and procedures within the Risk Management Framework,
- Adminstrating safety processes and requirements, including proactively collaborating with the WHS Committee.

### **Requirements and Qualifications**

- Relevant qualification in WHS
- At least five years' experience in a WHS or safety management role.
- Experience in safety training. Qualification in training and assessment preferable
- Awareness of best practice in safety in Early Education.
- Strong interpersonal skills.
- Sound written communication skills for the preparation of reports and correspondence.
- Current Working with Children Check and proof of Covid19 vax.
- Supportive of our Christian ethos and values.

### **APPLY NOW**

If this sounds like an opportunity too good to miss, then we would like to hear from you. Please email your CV, with a covering letter addressing the requirements above to:

**Vicki Petrakis, People & Performance Manager**

**[vpetrakis@integricare.org.au](mailto:vpetrakis@integricare.org.au)**

(Please note, only short-listed candidates will be contacted.)

**Integricare is committed to being a Child Safe Organisation and adopts the National Principles for Child Safe Organisations.**

**Integricare is an equal opportunity employer.**

**Integricare Centres are in:**

**Rockdale Plaza, Brighton Le Sands, Rockdale, Turrella, North Strathfield, Strathfield, Rozelle, St Ives, Northbridge, Pendle Hill, Parramatta, Northmead and Auburn.**