



Safety & Asset Protection Co-ordinator

Position Summary

Reporting to the Vice President Human Resources, this position is part of the Human Resources and Safety Team. This position is responsible for supporting the strategic direction to the organization to ensure safe, effective operations and process which align with the strategy, objectives, and vision of the organization in all areas of Safety and Asset Protection. This role will ensure all company policies, local, provincial and federal laws are adhered to in the execution of policies, procedures, and programs pertaining to asset protection and safety.

This role will work collaboratively with the Senior Leadership Team and other Team Leaders to determine current and future capabilities required for the execution of safety and asset protection programs and objectives.

Primary Functions of the Job:

- Responsible for all safety-related functions during the HSE Co-ordinator's Maternity Leave
- Develop and implement measurable and successful retail asset protection strategies as well as provide support to the Health and Safety strategies.
- Provide leadership, coaching and direction to drive Asset Protection excellence through comprehensive Asset Protection initiatives.
- Remain current with federal and provincial legislation and regulations, and keep department managers informed of all changes and amendments in a timely fashion.
- Work with senior leadership, finance and management to ensure minimal store inventory shrink levels are achieved.
- Develop and maintain a comprehensive Asset Protection Manual containing current Co-op asset protection policies, procedures, standards and check-lists.
- Conduct periodic Asset Protection and Security Audits on building security, internal controls, and support Co-op policies and procedures by ensuring compliance and implementing improvements. Advise senior management of any concerns.
- Keep current on Asset Protection technology and implement strategies; and ensure all security equipment is in good repair (Alarm, CCTV, Locks, Etc.). Work with IT as required.
- Complete incident reports, as well as oversee and conduct investigations related to safety and/or asset protection as required.

Qualifications

- Loss Prevention Designation (CPP, CFI, CFE, LPQ, or LPC) and/or Commerce or Business Degree
- OHS Certificate or Canadian Registered Safety Professionals designation or equivalent education and/or experience
- Minimum 5+ years of Asset Protection and/or Risk Management, and/or Safety experience, preferably in the retail industry
- First Aid Certification
- Class 5 driver's licence – required to be on-site at all retail locations
- This position requires lifting to 50 lbs as well as long periods of standing

Benefits

As an employee of Lloydminster and District Co-operative Ltd. you will enjoy a variety of benefits, such as:

- Competitive Salary
- Annual Profit-Sharing bonus
- Annual Incentive Plan bonus
- Comprehensive benefits plan
- 6% matching pension plan
- Employee Assistance Program
- Staff Discount Bonus Program
- Service Awards Program

Join Our Team



To apply send resume and cover letter no later than March 5, 2019 to:
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