

# ENVIRONMENTAL OFFICER

Regina Airport Authority requires an Environmental Officer is responsible for overseeing the environmental performance of Regina Airport Authority through the Environmental Management System. The incumbent must develop, implement and monitor environmental strategies, policies and programs that promote environmental sensitive development. The individual will evaluate compliance with environmental legislation, policies and guidelines and assist in developing and implementing corrective actions to achieve compliance. The role will assist in environmental planning, impact assessments, auditing and reporting activities through sampling, examining and reporting on a wide variety of physical, chemical and biological products related to air, water and soil contamination and onsite hazardous materials.

## RESPONSIBILITIES

- While promoting safety awareness, perform all duties with an ownership attitude in compliance with corporate policies and procedures.
- Perform all duties and responsibilities in a manner consistent with the companies Mission, Vision and Corporate Values.
- Develop, implement and maintain the Environmental Management System (EMS) in accordance with applicable legislation, regulations and policies.
- Analyze Environmental Legislation and Regulations to determine impacts at YQR.
- Quality Control of the EMS Standard Operating Procedures.
- Monitor our carbon footprint and recommend carbon reduction initiatives.
- Actively promote recycling with customers, tenants and team members.
- Raise awareness of airport environmental initiatives.
- Prepare and present reports, statistics and analysis.
- Communicate and promote environmental responsibility.
- Actively participate on the Canadian Airports Council Environmental Committee.
- Implement and deliver environmental related training programs.
- Monitor and evaluate airport environmental performance, identify best practices and implement solutions.
- Conduct non-environmental audits related to the Safety Management System (SMS).
- Conduct periodic onsite environmental inspections.
- Conduct initial environmental investigations, record incidents and conduct follow-ups.
- Monitor and report on the organizations environmental effectiveness.
- Ensure environmental compliance through implementation of policies and procedures.
- Conduct environmental assessments and ensure that environmental concerns are considered and incorporated into planning and development activities.
- Identify requirements for Environmental Impact Assessments against the Capital Program.
- Build relationships with team members and outside agencies who can provide information, assistance and support.
- Perform internal audits to review environmental performance, prepare Environmental Performance Reports, make recommendations for enhancements and revise the Environmental Management Plan as required.



## OUR MISSION

*To seamlessly connect people and business to a world of experiences and opportunities.*

## OUR VISION

*To be Saskatchewan's leading travel gateway and business hub.*

## WHO WE ARE

*Exceptional people doing an exceptional job every day through demonstrated operational and customer service excellence.*

## HOW TO APPLY

Like what you see and think you have what it takes to join our team?

Submit your resume by  
June 24, 2018.

Attention: HR Dept.  
5201 Regina Ave  
Regina SK S4W 1B3  
hr@yqr.ca



*We thank all applicants for their interest. Only shortlisted candidates will be contacted.*

***For more information please visit the corporate section of [www.yqr.ca](http://www.yqr.ca)***

### **MINIMUM REQUIREMENTS**

- Post-secondary education in an environmental studies program.
- Minimum five years experience in an environmental management with thorough knowledge of environmental regulations.
- Equivalent combination of education and experience would be considered.

### **SALARY RANGE AS PER THE COLLECTIVE BARGAINING AGREEMENT**

- Band 6
- Rate of Pay: \$35.67

### **CONDITIONS OF EMPLOYMENT**

- Possession of a valid Class 5 driver's license.
- Ability to secure a clear National Criminal Record through the internal pre-employment background screening process.
- Ability to obtain a Transportation Security Clearance, Airside Vehicle Operators Permit and a Radio Operators Certificate within six months of hire.