

## **Made Safe Job Description: Safety Trainer**

**Job Title:** Safety Trainer

### **Purpose, Duties and Responsibilities, and Working Conditions**

**Job Purpose:** To deliver Made Safe's safety and health training to manufacturing organizations across Manitoba.

#### **Job Duties and Responsibilities:**

- Delivery of safety and health training:
  - at Made Safe's Winnipeg location and across Manitoba
  - in-person and via online webinars and hybrid sessions
- Assist Training Program Manager in the creation of new training content and revision of current training content
- Includes all tasks involved in preparing for a training session, delivering the training session, and completing all required post-training session tasks
- Research and development of additional safety and health resources to assist Manitoba manufacturers improve their safety and health programs and reduce workplace injuries
- Assist the Training Program Manager and Director with other duties as assigned

#### **Work Environment:**

- Usually in an office or training room environment
- Sometimes on the manufacturing shop floor or outside, in hot or cold conditions

#### **Physical Demands:**

- Able to lift and carry containers up to 22 kg
- Able to deliver in-person, on your feet, real-time training for a full day, multiple days in a row

#### **Requirements:**

- Valid Class 5 vehicle driver's license
- Reliable vehicle

**Travel:** Single-day and multi-day travel across Manitoba required



**Position Type and Expected Hours of Work:** Full-time, permanent position. Typically, Monday to Friday, 8:00 am to 4:00 pm, but some schedule flexibility is required, including some early mornings, evenings and weekend time.

## **Education, Experience and Competency Requirements**

### **Requirements: Education, Qualifications and Experience:**

- Occupational Health & Safety education, certification or experience considered an asset
- Adult Learning/Corporate Training education, certification and experience considered an asset
- Previous experience in manufacturing settings considered an asset

### **Requirements: Additional Competencies:**

- MS Office including specifically PowerPoint, Word, Excel and Outlook
- Customer Service
- Communication - verbal and written
- Problem Solving
- Self-managing and self-directing
- Professional, punctual, organized and detail-oriented team player
- Continual learning and improvement

## **Further Details**

**Reports to:** Made Safe Training Program Manager

## **About Made Safe**

An initiative of CME Manitoba, Made Safe is the Industry-Based Safety Program (IBSP) for manufacturers in Manitoba. Made Safe is dedicated to the prevention of injuries in the manufacturing sector. As the manufacturing sector certifying partner for SAFE Work Certification, Made Safe is supported by SAFE Work Manitoba. Made Safe provides health and safety training, consulting and services designed specifically for the needs of the manufacturing work environment, making it easier for employers and workers to ensure workplaces are safe and productive.

**Date of Last Review of this Job Description:** Mar. 16 2026