

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 also includes creating new training content and revising current training content.

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
- 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 with QA assessments for Member company audits
- Assist with Member SMS audits
- Other duties as assigned for Made Safe Program support as required

Work Environment:

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

Physical Demands:

- Able to lift containers of training material (binders, manuals, etc., approx. 7 to 10 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, Monday to Friday, 8:00 am to 4:00 pm with some evenings and some early mornings required

Education, Experience and Competency Requirements

Requirements: Education, Qualifications and Experience:

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

Date of Last Review of this Job Description: March 7, 2026

Disclaimer:

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities and activities may change and/or new ones may be assigned at any time with or without notice.