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locations

PHO Corporate Office & Toronto Laboratory, 661 University Avenue, Toronto, ON

time type

Full time

posted on

Posted 15 Days Ago

job requisition id

JR100108

Team Lead, Biological Safety Officer

Location: PHO Corporate Office & Toronto Laboratory, 661 University Avenue, Toronto, ON

Department: Biological Safety

The Role:

The Lead, Biological Safety Officer will manage the development and oversight of the Public Health Ontario's (PHO's) Laboratory Occupational and Safety Program. Ensure that the program meets the needs of PHO's Laboratory so that operations may support the PHO mandate and the diverse and specialized requirements specific to the PHO Laboratory and is in compliance with regulatory and legislative requirements. Manage the day-to-day operational activities required to maintain the Laboratory Safety Program.

Key Responsibilities-

- Responsible for ensuring Directors' and Managers' accountability through their performance contract for following and participating in the health and safety program and ensuring that their staff participates in the health and safety program as specified in the Laboratories Safety Manual, the CL3 Standard Operating Procedural Manual and instructions issued by the Operations Directors PHO's laboratory.
- Responsible for development and oversight of PHO's Occupational Health and Safety program, protocols and standard operating procedures within the PHO Laboratories in compliance with regulatory and legislative requirements.
- Reviews and approves; the Plan for Administration Oversight, the Biosecurity Plan, various applicable risk assessments (i.e. Overarching CL3 Local, Biosecurity), and the Respiratory Plan.
- Acts as the CL3 supervisor, who authorizes and oversees the CL3 Laboratory Program.
- Oversee the on-going maintenance of the Effluent Decontamination System (EDS) and Vaporized Hydrogen Peroxide (VHP) Decontamination systems.
- Responsible for reviewing and approving licence changes.
- Responsible for assessing potential vulnerabilities and risks in the organization and for responding to emergency events.
- Acts as the liaison with applicable regulatory bodies.
- Maintains PHO Laboratories Human Pathogen and Toxins Act (HPTA) registration, coordinates and disseminates Public Health Agency of Canada (PHAC) import permits, CL2 compliance and CL3 certification. Ensure compliance with Canadian Biosafety Standard and Guidelines (CBSG).
- Approves annual performance verification testing/ trouble shooting and advising CBRE on corrective actions to maintaining compliance with HPTA licence.

- Manages incident investigation (corrective and preventive actions), on biosafety matters. Reports to PHAC as required.
- Convenes the Technical Advisory Committee on Laboratory Safety (TACLS), composed of senior staff, laboratory professionals and Joint Health and Safety Committee (JHSC), which acts as a safety advisory body and resource group for the scientific and technical aspects of laboratory safety as required.
- Ensures that safety training needs are identified and oversees the education and training delivery to employees related to the health and safety program.
- Maintains oversight over the Workplace Safety and Insurance Board (WSIB) and Safety Incident Reporting system, ensuring corrective actions are finalized and provides leadership with quarterly reporting.
- Ensures mechanisms for continuous quality improvement.
- Supports the Accreditation Canada (AC) Diagnostics laboratory audit process and provides guidance and support to the advisor in preparation for, during and at the conclusion of the third party audit processes.
- Manages and directs staff, congruent with PHOs internal policies and procedures, professional standards, collective agreement requirements and other relevant standards, legislation or regulations; assigns staff and implements work/vacation schedules; sets clear responsibilities and objectives, evaluates performance, advises on training needs; participates in recruitment and selection of staff; manages disciplinary issues and responds to grievances in conjunction with the Senior Manager/Director and PHO human resource programs.
- Leads the preparation of related executive briefings as required.
- Provides strategic support to network level special projects as assigned by the laboratory senior management (e.g., various quality improvement initiatives).
- Performs other related duties as assigned.

Knowledge and Skills-

- Knowledge of N95 Fit testing, CL2 and CL3 operations and practices.
- Knowledge of Effluent Decontamination Systems (EDS) and Vaporized Hydrogen Peroxide (VHP) Decontamination Systems.
- Knowledge of principles and practices of Microbiology or Laboratory Disciplines/Services in a public health laboratory setting to provide technical oversight and lead day to day operations required to maintain the Laboratory Safety Program.
- Knowledge of the roles and authority of the various stakeholders in the medical laboratory system in order to manage operations and develop operational strategies and solutions for the programs.
- Knowledge of project management methods and techniques and skilled in managing multiple projects and delivering measureable results to deadline in a fast paced organization.
- Demonstrated knowledge of risk assessment and management, information management and change management in order to effectively manage related business and operational functions.
- Skilled in operational and strategic planning in technology and data management.

Education and Experience-

- Bachelor's degree in Microbiology, Biochemistry, Genetics, Molecular Biology or related field.
- Certified Bio-safety Officer and Joint Health and Safety Committee Certified.
- Minimum five (5) years of experience directly related to the duties and responsibilities specified, including a minimum of two (2) years of experience performing day to day supervisory functions of staff (in a unionized environment preferred).
- Minimum of three (3) years of laboratory experience (or a combination of education and experience deemed satisfactory to PHO).
- Is qualified as a laboratory technologist with a practising certificate of registration with the CMLTO in good standing (preferred).

Attributes and Competencies-

- Effective written and oral communication skills to build relationships across PHO in order to provide services, prioritize project requests and to develop/maintain working/business relationships and partners with subject matter experts (e.g., epidemiologists, researchers, microbiologists, laboratory technical staff).
- Communication and negotiation skills to build relationships across PHO in order to provide services, define client needs, prioritize project requests and to develop/maintain working/business relationships and partners with subject matter experts.

Duration: Permanent

Hours of Work: Full time, 36.25 hours per week

Compensation Group: Team Leader

Posting Date: 06-14-2022

Closing Date: 09-30-2022

Note: Internal candidates will be considered first.

All new PHO employees are required to be fully vaccinated as a condition of hire in accordance with Public Health Ontario's Mandatory COVID-19 Vaccination Policy, unless they are exempt on the basis of medical or other grounds pursuant to the Ontario Human Rights Code.

While we thank all applicants for their interest, only those selected to move forward in the recruitment process will be contacted. Any information obtained during the course of recruitment will be used for employment recruitment purposes only, and not for any other purpose.

PHO is committed to ensuring equity in employment. Our goal is to create a diverse, inclusive workforce that reflects the communities we serve and to ensure our services and communications are accessible to all individuals. Any candidate who requires a job posting in an alternative format may email a request to HR_Inquiries@oahpp.ca. Once an applicant has been selected for an interview, they can inform PHO about any accommodations they may require at any stage of the interview process.

About Us

Public Health Ontario (PHO) is an agency of the Government of Ontario dedicated to protecting and promoting the health of all Ontarians and reducing inequities in health.

We link public health practitioners, front-line health workers and researchers to the best scientific intelligence and knowledge from around the world. With our partners in government, public health and health care, we provide the scientific evidence and expert guidance that shapes policies and practices for a healthier Ontario. PHO has locations across Ontario, including 11 laboratory sites.

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For more information, visit publichealthontario.ca.

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