

Safety Administrator

Triple S Transport is currently seeking to fill a full-time Human Resource Personnel and Safety Administrator position due to our company growing. We are a COR (Certificate of Recognition) certified company based out of Shellbrook, Saskatchewan and have been providing a reliable and dependable service for more than 25 years with 20 trucks and trailers including flat decks and tankers.

We offer:

- Competitive Wages will be based on experience
- Benefits (after 3 months)

Qualifications:

- Experience in trucking industry and health and safety is an asset but willing to train
- Knowledge of posting jobs, helping to hire and train future employees.
- Monitoring drivers Hours of service and electronic devices
- Working with Management to investigate and handle any safety concerns.
- Assist with keeping files up to date and current
- Excellent customer service skills (including good oral and written communication)
- Attention to detail
- Flexible and reliable
- Team Player

How to Apply:

If you are interested in applying, please send your **resume** to team@triplestransport.com or fax it to 306-747-3574.