

EXPRESSION OF INTEREST (EOI)

Student Audit Assignment Desktop Quality Assurance Review Services

Purpose

The British Columbia Construction Safety Alliance (BCCSA) is seeking Expressions of Interest from qualified occupational health and safety professionals who may be interested in performing desktop quality assurance reviews of Student Audit Assignments.

Background

The Certificate of Recognition (COR®) Program is a voluntary employer certification program designed to recognize and reward employers who commit to a high standard of occupational health and safety through implementation and maintenance of an effective OHSMS. The program is offered by WorkSafeBC and delivered by the BC Construction Safety Alliance (the COR® Certifying Partner for the construction industry).

Individuals seeking COR® Internal Auditor qualification status must successfully complete BCCSA's 2-day COR® Internal Auditor Training course and successfully pass a Student Audit Assignment. BCCSA has a responsibility to perform a detailed review of all assignments. Students must achieve a minimum standard on the assignment to receive a passing mark and receive a BCCSA COR® Internal Auditor Certificate.

Scope of Required Services

The following are the basic requirements and rates offered to all student audit assignment desktop quality assurance reviewers that must be met by individuals to be considered for this work.

Basic Requirements & Rates

Educational Background	Formal OH&S training (Certificate, Diploma, Degree) is preferred.
Safety Auditing Experience	Minimum 5 years of health and safety auditing experience, certified auditor with another COR® Certifying Partner, other auditing credentials is preferred.
Professional Credentials	Professional credentials (CRSP, CHSC) are preferred.
Exclusions	Those employed with construction firms serviced by the BCCSA are exempt from this role due to the perceived conflict of interest.

Basic Requirements & Rates - continued

Skills	Individual must possess expertise in occupational health and safety, including practical application of a functioning safety management system. Sound judgement and critical thinking required. Must possess strong written communications skills.
Hourly rate includes: <ul style="list-style-type: none"> • QA Review • Completion of Mark Sheet 	\$70 / hour Note: services are provided to BCCSA under a contract for service.
Non-Disclosure and Confidentiality Agreement	All reviewers must sign a Non-Disclosure and Confidentiality Agreement.
Training Requirements	All reviewers must undergo BCCSA COR® Internal Auditor and QA Reviewer training.
Connectivity and Submission Requirements	A stable internet connection and dual monitors are required. QA Reviews are due within 7 calendar days of being assigned for marking.

Information Requirements

Individuals interested in providing desktop QA review services to the BCCSA are required to submit a concise statement of interest by email which include the following:

- Contact information: name, telephone number, e-mail address.
- Educational background, safety auditing experience and professional credentials (resume).
- Number of hours available per 7-day week.
- Other information not already requested that may further inform your EOI submission.

EOI Submission & Review

All Expressions of Interest should be submitted in electronic format on or before Friday, November 29, 2024 to:

Vernita Hsu

Director, COR® & Injury Management
British Columbia Construction Safety Alliance

vhsu@bccsa.ca

Disclaimer: Acceptance of the Expression of Interest does not guarantee that work will be awarded to any particular individual.

The BCCSA thanks all prospective candidates for expressing an interest in this role. Only those candidates selected for the next stage of the process will be contacted.