

Health

Inspector Specialist II

(Dartmouth)

(Emergency Health Services)

Please Quote Competition #165807-CB

Reporting to the Director of Ground Ambulance Services, the Inspector Specialist II performs regulatory/contractual/policy compliance, auditing, monitoring and inspections in the oversight of Emergency Health Services (EHS) contracts, licenses and regulations. This includes site inspections of vehicles (occasionally calling for road testing of system vehicles), equipment, stockpiles and facilities; investigation of incidents, occurrences and vehicle collisions; management of electronic databases; preparation of drafts of new and recommended revisions to policy; advising the Director of contractual and regulatory breach, and providing advice and guidance to EHS senior officials as it relates to the adherence to contractual and regulatory standards. The Inspector Specialist is responsible to develop, implement and manage the EHS Business Continuity Program, as well as coordinating the development and integration of EHS disaster programs into the Health System disaster programs. The Inspector Specialist is also responsible for the ongoing tracking of Emergency Health system inventory and assets and critical infrastructure. Occasional travel throughout the province may be required.

Grade XII plus completion of related trade or technical training in area of specialty plus 6 years related experience after the course completion; or an acceptable equivalent combination of training and experience. Bachelors degree in health sciences field would be considered an asset. Demonstrated experience in interpreting, applying and enforcing regulations, policies and standards (Federal or Provincial); excellent organizational, interpersonal and adult education skills, as well as demonstrated written, problem solving and conflict resolution abilities. Computer literacy and familiarity with MS Office, Intranet, Internet and E-Mail, and skill and knowledge of record management, including database management is required. Extensive knowledge of emergency medical vehicles, facilities, supplies, equipment and mobile communications; skill in business continuity planning and disaster planning; knowledge in investigation and report writing required. Must have (or be able to obtain) a Class 4 Nova Scotia Driver's License and must have a clean driver's abstract. Familiarity with Emergency Health Services and related programs, including vehicle and equipment specifications, the Nova Scotia health care system, Nova Scotia laws and regulations relating to EHS, performance-based contracting and general knowledge of provincial procurement procedures would be assets.

Pay Level: \$47,848 - \$56,356

Closing Date: July 15, 2008

This is a bargaining unit position initially restricted to current civil service employees represented by the Nova Scotia Government Employees Union.

Our goal is to be a diverse workforce that is representative, at all job levels, of the citizens we serve. The Government of Nova Scotia has an Employment Equity Policy and we welcome applications from Aboriginal People, African Nova Scotians and Other Racially Visible People, Persons with Disabilities and Women in occupations or positions where they are under-represented. If you are a member of one of the equity groups you are encouraged to self-identify, on either your application form, your covering letter or your resume.

More information on the above position is available on the Internet at www.gov.ns.ca/psc or from the Employment Opportunities Bulletin at Access Nova Scotia Centres or Human Resource Centres of Canada.

To apply, applicants must submit a resume and cover letter or completed application form, quoting the competition number. Applications can be submitted in one of four ways:

- 1) *In person* - At Access Nova Scotia Centres or the Department of Health, Human Resources Division, 1690 Hollis Street, Halifax, NS
- 2) *Mail* - Department of Health, Human Resources Division, P.O. Box 488, Halifax, NS B3J 2R8
- 3) *Fax* - (902) 424-5667
- 4) *E-Mail* - HEALTHhr@gov.ns.ca

We thank all applicants for their interest, however, only those selected for an interview will be contacted.



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Nova Scotia is an
equal opportunity
employer.

www.gov.ns.ca

