



Safety Specialist

Expand your career! Server Products is looking for an energetic, Safety Specialist to help support our growth. It is our goal to operate a successful manufacturing company, which provides the absolutely highest quality products in our chosen field. ***We intend to be the best not only in terms of our products, but also in the relationship with our employees. We wish to provide a safe, clean, friendly work environment in which employees can enjoy their jobs, take pride in their work, and grow to their maximum potential.***

Key Responsibilities Include:

- Assists in the development, implementation and maintenance of HS&E procedures to protect employees and prevent incidents.
- Conducts job safety analyses, machine guarding, ergonomic and other assessments and recommends corrective actions to mitigate risk.
- Develop and review annually all OSHA written safety programs ensuring that all program processes are properly documented and followed.
- Develops custom safety communications for the facility (e.g., Newsletters, Safety Alerts, etc.)
- Conducts required training as mandated by safety and environmental regulations and company policy (ex: Haz Com, Lockout/Tagout, PPE, Ergonomics, Machine Guarding, Electrical Safety, Fork Lift, etc.).
- Collects data and prepares environmental, health and safety reports, such as air emissions, hazard waste, storm water, and accident/incident/near miss reports.
- Participates in and facilitates HS&E audits, front-end process engineering events focusing on risk assessment, evaluation of new processes, and review of facility layouts for potential HS&E issues.
- Coordinates and monitors all aspects of the Worker's Compensation Program. This includes working with medical providers to ensure proper care and facilitate employee's return to work.
- Review, record, and ensure follow-up action items are completed for all near miss/incident reports. Maintain OSHA 300 log.
- Coordinates annual audiometric testing and dosimetry and associated training.
- Coordinate/monitor First Responder Program
- Ensures that Sub-contractors participate in all aspects of the Contractor HS&E program, verifying training/certifications.
- Contributes to continuous improvement activities

Education:

- *Bachelor's Degree in HS&E related field (e.g., Occupational Safety and Health, Industrial Hygiene)*
- *OSHA 30 Hour General Industry Certification*
- *ANSI knowledge helpful*

Experience:

- Three to five years of HS&E experience in a manufacturing environment

Job Skills Requirements:

- Ability to partner effectively with all departments to drive accountability for safety and zero incident mentality.
- Team player with a strong commitment to the HS&E profession.
- High degree of accuracy and attention to detail. Excellent organization and time management skills.
- Must have exceptional interpersonal and communication skills, written and verbal communication skills.
- Develops effective working relationships which foster integrity, trust and respect
- Excellent problem solving skills
- Strong Word and Excel skills
- Self-motivated

Benefits (for full-time employees): Vacation Time, Paid Holidays, Sick/Personal Days, Medical & Dental Insurance, Wellness Benefit Plan, Short Term Disability, Life & AD&D Insurance, Retirement Savings Plan (401k), Profit Sharing Plan, Employee Assistance Program, Tuition Reimbursement, Annual Company Activities Service Awards