

OECS Safety Associate Job Description

ABOUT OECS:

We provide safety and environmental consulting services for small to mid-sized businesses in general industry and construction. Our purpose is to inspire a culture of safety ownership by offering World Class Safety Services. OECS is growing to meet the increasing demands for a high quality, premium service for our customers. They rely on us to implement our Proven Safety Process, hire and train the best field experienced experts in the industry, be available when they need us, and customize programs and training to meet their needs. Further, our Core Values are what sets us apart – our commitment to Integrity, World Class Customer Service, Safety Excellence, Unwavering Loyalty, and focus on our Safety Mission. The Safety Associate role is an integral part of the OECS team.

JOB SUMMARY:

The Safety Associate provides consulting services such as training, program development, jobsite and facility audits, industrial hygiene support, etc. for their clients. The job entails servicing a variety of companies. This includes traveling to their jobsites and facilities regularly throughout the year in order to provide the services clients have requested. The Safety Associate conducts basic noise, air monitoring and other industrial hygiene testing. Regulatory programs are developed and customized to the client's needs. OSHA-type audits are performed to include non-regulatory hazards that may cause injury, property/equipment and product damage. Participation in the company's safety committee is expected.

ESSENTIAL DUTIES FOR A SAFETY ASSOCIATE:

- Respond to customer questions on safety/environmental compliance issues.
- Conduct pictorial safety audits at assigned facilities noting MNOSHA, (or other state), federal OSHA regulation violations based on industry.
- Develop customized safety programs and training modules to site specific client's from available training modules.
- Proficiently conduct safety training at client's facility.
- Participate in client's Safety Committee meetings, which may include being the Chair with added responsibilities to create the agenda, furnishing written minutes with tracking log for outstanding open items.
- Provide OSHA Compliance onsite support when OSHA Compliance Officer is conducting a facility inspection.
- Participate in informal conferences with OSHA in contesting citation.
- Competently use noise, CO meters along with air testing equipment.
- Prepare basic Industrial Hygiene tests and reports.
- Actively join and network in local Safety, HR, or other relevant Associations.
- Attend and complete International Toastmasters "Competent Speaker" curriculum.
- Research regulations as they apply to accounts where applicable.
- Develop referral business through existing client base.

QUALIFICATIONS:

- 5 years safety/compliance related experience.
- Safety BA or MA degree a plus (safety certifications, OHST, CHST, ASP, CSP).
- Or (2) BA degree with 2 years direct safety experience.
- Continued safety education, Environmental and DOT knowledge is a plus.
- Working knowledge about OSHA standards for general industry and construction.
- Ability to investigate accidents to identify where basic controls need to be implemented to reduce or eliminate risk.
- Basic working industrial hygiene knowledge to identify obvious hygiene issues in the client's facility.
- A strong self-starter is required.
- Excellent organizational and time management skills.
- Strong intercommunication skills; ability to work with diverse personality types from management to line-level.
- Ability to present compliance training in a positive manner.
- Proficiency in basic computing, Microsoft Office, and the Dropbox file system.
- Physically able to transport equipment up to 50 pounds with potential stair climbing.
- Require a clean driving record with current license and be able to properly operate a vehicle driving to clients to conduct consulting work.
- Be able to be highly flexible in alternating work schedule to accommodate customer needs.