



Occupational Health and Safety Specialist

Summary:

Partner with the Environmental Health and Safety Director to establish and develop a culture of safety throughout the company. Review, evaluate, and analyze work environments and design programs and procedures to control, eliminate, and prevent disease or injury caused by chemical, physical, and biological agents or ergonomic factors. May conduct inspections and enforce adherence to laws and regulations governing the health and safety of individuals.

Essential Functions:

Including the following (other duties may be documented and assigned by management and some duties may not apply dependent upon the requirements of the position at each specific Tarter site and/or the strengths of the employee and the needs of the company):

1. Complies with federal, state, and local safety regulations by studying existing and new legislation; anticipating future legislation; interpreting standards; enforcing adherence to regulations; advising management on needed actions.
2. Collaborate with engineers and physicians to institute control and remedial measures for hazardous and potentially hazardous conditions or equipment.
3. Collect samples of dust, gases, vapors and other potentially toxic or hazardous materials or arrange for sample collection.
4. Conduct audits at hazardous waste sites or industrial sites, and participate in hazardous waste site investigations.
5. Conduct safety training and education programs regarding hazardous chemicals or other substances, and demonstrate the use of safety equipment.
6. Develop and maintain hygiene programs such as noise surveys, continuous atmosphere monitoring, and ventilation surveys.
7. Develop and maintain medical monitoring programs for employees.
8. Investigate accidents to identify causes and to determine how such accidents may be prevented in the future.
9. Investigate health-related complaints, and inspect facilities to ensure that they comply with public health legislation and regulations.
10. Maintain and update emergency response plans and procedures.
11. Provide new employee health and safety orientations, and develop materials for these presentations.
12. Demonstrate measures to help protect workers from potentially hazardous work methods, processes, or materials.
13. Writes accident reports and conducts accident investigations.
14. Evaluate current equipment, products, facilities, or processes and those planned for future use.

15. Devise and implement health programs.
16. Involved in industry and safety specific associations/committees and continuous improvement teams.
17. Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
18. Must be able to travel on a regular basis to other locations as needed.

Qualifications:

Knowledge, skills & abilities: Must be able to perform each essential duty satisfactorily. Effective interpersonal, organizational, verbal and written communication skills required. This position performs job duties in an ethical and professional manner. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Knowledge and Skill Requirements:

1. Bachelor's degree in Occupational/Environmental Health & Safety or related field.
2. Expert knowledge about CAA, RCRA, CWA and other related laws and regulations.
3. Ample knowledge about chemicals, environmental science, and human health.
4. Minimum of 2-3 years experience in related field.
5. Excellent verbal as well as written communication skills.
6. Ability of using various scientific rules and methods to solve problems.
7. Expert knowledge of safety system analysis.
8. Ability to detect and solve problems effectively.
9. Knowledge about the chemical compositions, structures, and other important properties of the chemical substances.
10. Expert time management skills.
11. Ability to work effectively under pressure.
12. Attention to detail a must.
13. Ability to develop and foster relationships and trust at all levels of the organization.
14. Proficient computer skills required.

Working Conditions:

- Physical Demands: This job requires the ability to be on your feet walking around the facilities, indoors and out.
- Additional requirements include climbing ladders/stairs and lifting as required to perform necessary job tasks.
- Ability to work 40-60 hours per week as required. Will be on-call for emergency incident management 1st and 2nd shifts
- Frequently required to use personal protective equipment to mitigate hazard exposure.