**POSITION: Safety Manager**



**REPORTS TO: Operations Manager**

**DEPARTMENT: Operations**

**CLASSIFICATION: Exempt**

**POSITION SUMMARY:**

The candidate should demonstrate a working knowledge of safety rules and regulations at all levels of government, including federal, state and local.

**REQUIREMENTS:**

* Bachelors Degree in Safety Compliance/Construction Management preferred
* 10+ years of experience developing, implementing and maintaining safety programs with measurable results
* Experience with CO and AZ workers compensation practices and OSHA regulations
* Possess problem solving, oral and written communication skills
* Strong administration and time management skills
* HVAC, Electrical experience preferred

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

*This job description gives an overview of the overall essential functions, competencies, skills, and abilities for the* ***Safety Manager*** *role. To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. Other duties may be assigned:*

* Conduct safety audits and inspections to ensure compliance with occupational and environmental health and safety requirements and company policies/procedures
* Develop and deliver safety training classes; coordinate with external resources when necessary to ensure delivery
* Ensure that new hires receive personal protective equipment (PPE) and adequate training on proper use and are familiar with company safety standards/requirements
* Develop, implement and manage workplace safety programs, policies and procedures
* Encourage and reinforce positive safety behaviors (such as wearing personal protective equipment (PPE), safeguarding machinery, maximizing fall protection where necessary) and company-wide compliance with all safety requirements and initiatives
* Perform periodic inspections, audits and tests to make sure equipment and machinery are functioning without defect
* Keep Safety Department documentation up to date and ensure accident/incident reports are filed consistently and timely when injuries and hazards occur
* Maintain OSHA 300 log and prepare loss reports for management team as requested
* Coordinate injury reports, return to work plans, and risk management programs
* Work collaboratively with Safety Committee and Human Resources Department to promote safety culture throughout the organization

**PHYSICAL DEMANDS AND WORK ENVIRONMENT:**

*The physical demands and work environment characteristics described here are representative of those that must be met by an associate to successfully perform the essential functions of this job.*

Able to lift 75 lbs from floor to waist with possible repetition

Able to lift 50 lbs from shoulder to overhead

Able to work with both arms above head for minimum of 5 minutes

Able to carry 50 lbs for a distance of 25 feet

Able to push or pull 125 for a distance of 500 feet

Able to climb stairs and ladders

Able to carry 30 lbs while climbing stairs or a ladder

Able to grip and operate hand tools, powers tools and safety equipment, such as chain falls

Able to lift legs and step over obstacles up to 19 inches above the ground

Able to perform work while in varying physical positions, such as lying on side, in a kneeling position, while standing on a ladder

Able to access rooftop units and work at heights and in some cases tight or enclosed spaces

Able to wear a respirator if conditions require; may have exposure to potentially harmful chemicals or materials

Able to crawl for a distance of 200 feet

Able to stoop, crouch or kneel for up to 10 minutes at a time

**Vision:**

Correctable to 20/20 with no color blindness

**Hearing:**

Correctable to normal range