



# EHS Coordinator

## Responsibilities:

- Actively drive USICs safety and compliance culture in the field by partnering with operations to ensure local and federal safety regulations are adhered to
- Gather and report safety metrics to field and EHS leadership
- Support safety programs by conducting field visits
- Coordinate Safety Observation Reports with USIC leadership
- Inspect and evaluate workplace environments, equipment, and practices
- Assist and advise field operations with safety related processes such as workman compensation claims, accidents, and safety related training
- Leads regional safety communications by frequently sending relevant information resources and process reminders
- Plan, conduct, and standardize safety training and education programs, including demonstrations on the proper use of safety equipment.
- Proactively address safety concerns by Communicate hazards with employees, customers, and USIC leadership
- Conduct safety meetings with field teams to spread awareness about relevant safety concerns and reinforce important safety processes
- Write detailed incident and injury reports

## Qualifications:

- OSHA certification required
- ASP/CSP, first aid, CPR, and RF safety awareness certifications preferred
- Previous supervising experience preferred
- Must have specific certifications that are required for any covered utilities

## Required Skills:

- **Personable/People Skills:** Ability to interact and communicate with others in a way that builds trust and credibility
- **Time management Skills:** Ability to organize and plan how to divide your time between different responsibilities
- **Adaptability:** Ability to adjust quickly and effectively to changing circumstances
- **Self Management:** Ability to demonstrate self control and an ability to manage time and priorities with little to no supervision
- **Prioritization:** Ability to effectively evaluate urgency, impact, and consequences of numerous tasks that need to be completed
- **Verbal Communication:** Ability effectively convey directives, processes, feedback as well as receive feedback from relevant stakeholders
- **Microsoft Office/computer Skills:** Ability to proficiently use and navigate all necessary computer applications and programs
- **Analytical:** Ability to observe, investigate, evaluate, and interpret complex ideas and issues
- **Written Communication:** Ability to convey information or ideas through the written word (i.e. email)