

Position: Safety Manager

Reports to VP-Chief Financial Officer

Safety Manager is responsible for ensuring a safe work environment on construction sites by identifying and mitigating hazards, developing and implementing safety, occupational health, and environmental programs, conducting inspections, and providing training to workers. They also investigate accidents, manage safety data, and ensure compliance with safety regulations.

**Key Responsibilities:**

**Hazard Identification and Risk Assessment:**

- Conduct thorough site inspections to identify potential hazards and assess risks associated with construction activities.
- Conduct and supervise periodic safety, occupational health and environmental audits of operations.

**Safety Program Development:**

- Develop and implement comprehensive safety programs that address the specific hazards of the project, including safety policies, procedures, and training materials.
- Procure and maintain all consumable health and environmental protection supplies at a level sufficient to ensure no interruption of project operations.

**Training and Education:**

- As needed or instructed, provide safety training to all employees, including new hires and existing workers, on safe work.
- Conduct periodic field safety meetings and/or attend subcontractor safety meetings or “toolbox” talks.

**Safety Inspections:**

- Regularly conduct site inspections to ensure compliance with safety regulations and company policies, documenting findings and recommending corrective actions.
- Administer and coordinate medical and emergency first aid services at project sites or Company events.

**Incident Investigation:**

- Investigate accidents and near-miss incidents to determine root causes and implement preventative measures.
- Work with insurance carrier and/or claim third party administrator (TPA) to support claim administration process.
- Support injured workers in their return to work, providing transitional work opportunities as needed.

**Compliance and Reporting:**

- Ensure compliance with all applicable federal, state, and local safety regulations, including OSHA regulations.

- If necessary, represent the Company at hearings or in court matter involving accidents, environmental incidents, and / or regulatory inspections.
- Coordinate enrollment of contractors and new employees into the Gentry Rolling Wrap-Up Insurance Program (GRIP), including coordination of drug testing, collaborate with third party GRIP administrator, and other administrative documentation.

**Safety Data Management:**

- Maintain accurate records of safety inspections, incident reports, training records, and other safety-related data.
- Administer the Company's safety incentive program, including data input, presentation to contractors, and event planning.

**Skills and Qualifications:**

- Strong knowledge of construction safety regulations, hazard identification, workers compensation regulations, and risk assessment.
- Experience in developing and implementing safety programs.
- Excellent communication, interpersonal, and training skills.
- Ability to lead and motivate others.
- Basic Microsoft Office proficiency.
- Strong organizational and problem-solving skills.
- Associates and/or Bachelor's degree in Occupational Health and Safety, Environmental Safety, Construction Management, or a related field is preferred.
- Certified Safety Professional (CSP), Construction Health & Safety Technician (CHST), or other relevant certifications are preferred.
- 5+ years of comparable experience