

## Safety Manager

FLSA Status: Non-Exempt

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### General Job Description

The Safety Manager will be responsible for partnering with a site supervision to execute company safety policies and ensure compliance to all applicable local and regional regulations. Safety Manager will demonstrate the ability to build trust and confidence with operations superintendent and lead foremen. Inspire change through providing comprehensive risk assessments and safety data analysis. The Safety Manager must be an effective communicator and send clear, concise and consistent messages, both verbally and in writing. You will instruct and train workers on safety policies and our safety standards at the site. The Safety Manager will communicate safety team expectations and give frequent and appropriate feedback to operations teams and ensure they are executing the core competencies of a safety professional. Safety Manager will be required to a pass back ground check with no felonies within 10 years or pending allegations.

### Location

Colorado and Wyoming – Statewide

### Responsibilities

- *Identify Solutions for Improvement in the Organization:* If you see an area of potential improvement in terms of efficiency and WGC effectiveness, speak up and review the proposed solution with the field foreman.
- *Training/Mentoring:* Continually pursue and attend opportunities for career/training development via IEC programs and other college/vendor programs. Work with apprentice staff to better their electrical field knowledge.
- *Recruiting:* Continually seek and refer potential employees to the WGC management team.
- *Site Inspections:* Conducts inspections of equipment, structures and work in progress to insure that regulatory safety, health and environmental standards of the company and all applicable codes are followed.
- *Limits Liability:* Investigates injuries, conditions and incidents that do, or could involve actual or potential liability.
- *Training:* Plans and coordinates safety and health classes for craft and supervisory employees, with corporate safety trainings.
- *Site Plans:* Attend contractor safety meetings and complete any reports required by specification.
- *GHS:* Monitor jobsite compliance with all SDS hazardous communications compliance.

### Job Specific Responsibilities

- Conduct comprehensive on-site safety assessment of projects as part of constant monitoring process and monitors corrective actions taken.
- Assist in maintaining documentation for the Safety Manual, Safety/EEO booklet, Fleet Operations Program, Emergency Management Plan and the Substance Abuse Policy.

- Assist in the administering the company substance abuse policy; establishes testing programs and identify providers; monitors the testing program to ensure compliance with applicable laws and regulations; provides information on rehabilitation assistance to employees.
- Plan and implement programs to train employees in work site safety practices.
- Provide information, signs, posters, personal protective equipment, barriers, etc. to projects.
- Review accident and incident documentation to insure all required records and reports are complete and accurate; ensure corrective action is implemented.
- Participate in investigating all accidents resulting in lost time injuries or major property, liability or equipment damage; produce investigative reports.
- Assist with required regulatory reports and ensure they are submitted timely.
- Maintain safety files and records; prepare reports for management as needed.
- Recommend and enforce disciplinary actions against safety policy violators.
- Ensure all job site electrical hazards are marked and protected to the greatest extent possible.
- Develop and implement safety emergency plan drills.
- Ensure company policies and procedures are understood and implemented consistently in the field.
- Develop and continually improve the effectiveness of the department's procedures.
- Work with the Safety Director and Human Resources on all personnel-related actions.
- Communicate and reinforce the Company vision, values and goals to employees.
- Assists in controlling hazardous working conditions and unsafe employee activities though interface with project management/supervisory personnel.
- Completes reports of inspections in a timely manner documenting any noted deficiencies and follow up to ensure corrective action.
- Perform additional assignments as directed by the Safety Director.

### **Qualifications/Skills Required**

- Two years of work experience and or related education specializing in Safety, with one year including on-site construction Environmental Health and Safety responsibilities.
- Basic knowledge of construction safety work rules and relevant OSHA requirements and regulations including, OSHA Part 1910 and 1926 Safety requirements, NEC, NFPA and ANSI standards for construction.
- Intermediate PC skills with experience in Microsoft Office products such as Word, Excel and Outlook are required.
- OSHA30 certification
- Possess excellent understanding of the electrical industry.
- Candidate must be punctual, motivated, detail oriented and not accept second best.
- Possess strong interpersonal skills in order to work in a diverse and fast-paced environment.
- Candidate must be self-motivated and flexible to accommodate changes in Weifield's business strategies.
- Must be willing to travel as needed.
- Possess management and training experience.
- Journeyman's license
- Accident investigation experience.
- Strong organizational skills.
- Exceptional verbal and written communication skills.
- Previous field civil related craft experience
- Preferred certifications: OSHA, NICET

## Physical Demands

1. Standing – Remaining on one's feet in an upright position at a work station without moving about, for extended period of time.
2. Walking – Moving about on foot.
3. Sitting – Remaining in the normal seated position for extended periods.
4. Lifting – Raising or lowering an object (~50 – 150 lbs) from one level to another (includes upward pulling).
5. Carrying – Transporting an object, usually holding it in the hands or arms, or on the shoulder, e.g., tools equipment, and materials up to 100 lbs up to 400 feet.
6. Pushing – Exerting force upon an object so that the object moves away from the force (includes slapping, striking, kicking and treadle actions)
7. Pulling – Exerting force upon an object so that the object moves toward the forces (includes jerking).
8. Ascending or descending ladders, lifts, stairs, scaffoldings, ramps, poles and the like. Body agility is emphasized.
9. Maintaining body equilibrium to prevent falling when walking, standing, crouching or running on narrow, slippery, or erratically moving surfaces.
10. Bending body downward and forward by bending spine at the waist. This factor is important if it occurs to a considerable degree and requires full use of the lower extremities and back muscles.
11. Bending legs at knees to come to rest on knee or knees.
12. Bending body downward and forward by bending legs and spine.
13. Crawl over, under and into equipment as necessary to perform job duties. Moving about on hands and knees or hands and feet.
14. Extending hand(s) and arm(s) in any direction.
15. Seizing, holding, grasping, turning or otherwise working with hand or hands. Fingers are involved only to the extent that they are an extension of the hand.
16. Picking, pinching or otherwise working primarily with fingers rather than with the whole hand or arm as in handling.
17. Perceiving attributes of objects, e.g., size, shape, temperature, or texture, by touching with skin, particularly that of fingertips.
18. Work environments may be noisy, congested, and/or in confined spaces.
19. Must be able to read and understand technical documents, blue prints and work orders.
20. The physical demands described are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
21. Clean driving record (MVR) with expectation of driving up to 6 hours daily.

## Working Conditions

- Ability to perform duties in extreme varying temperatures, e.g., exposure to hot, cold, wet, humid, or windy conditions, on your feet, 8 to 10 hours daily up to 6 days a week.
- Work from all types of ladders, stepladders up to 14', "A" frame ladders and all size extension ladders.
- Employee's personal weight with personal tools cannot exceed weight limit of ladder (Class 1 - 250 lbs., Class 1A - 300 lbs.).
- Perform work at various heights, up to 50' from ladders, scaffolds, aerial lifts, catwalks or other safe work areas.
- Work in restricted areas, switchgear room, manholes, utility tunnels, crawl spaces, attics and vaults.
- Wear personal protective equipment, e.g., hard hats, safety shoes, safety glasses, gloves, masks, and earplugs at all times, and when applicable, respirator.
- Follow special procedures including contamination control, noise control, vibration, building systems awareness and procedures.
- Candidate must be able to work night shifts and mid shifts, as required by customers.
- Respond to short notice overtime requirements.

### Dress Code

- Field employees will wear appropriate shirts with sleeves, long pants and sturdy work shoes or boots (OSHA standard). All clothing will be of a proper fit and condition so as not to constitute a safety hazard. Clothing may not have any derogatory, offensive, sexually suggesting or degrading writing, symbols, pictures, language, or logos of other contractors. Employees may wear jewelry as long as the jewelry is appropriate and does not constitute a safety hazard. Body piercing (other than earrings) should not be visible. Similarly, employees will keep their hair and facial hair groomed to avoid safety hazards; or they will secure their hair to avoid safety hazards.

### Compensation Package

<b>Start Date:</b>	TBD
<b>Status:</b>	Full-time
<b>Pay Rate:</b>	DOE
<b>Employee Health Insurance:</b>	Healthcare 100% of the "Base Plan" by WGC 1 <sup>st</sup> of the month following date of hire
<b>Family Health Insurance:</b>	Healthcare 100% of the "Base Plan" by WGC 1 <sup>st</sup> of the month following date of hire
<b>Voluntary Dental/Vision Insurance:</b>	Paid by employee based on coverage selection 1 <sup>st</sup> of the month following date of hire
<b>Disability &amp; Accident Insurance:</b>	Paid by employee based on coverage selection 1 <sup>st</sup> of the month following date of hire
<b>Life Insurance:</b>	Paid by employee based on coverage selection 1 <sup>st</sup> of the month following date of hire
<b>Flex Pan:</b>	Paid by employee based on coverage selection 1 <sup>st</sup> of the month following date of hire
<b>Employee Vacation &amp; Holiday:</b>	Upon hire, accrue ten days per year 1-5; 15 days per year after 5 years. Seven paid holidays per year.
<b>401k/Safe Harbor:</b>	Participate after 60 days of continuous employment. Weifield matches 100% of investment up to 4% of pay after one year of continuous employment
<b>Cell Phone:</b>	Yes
<b>Vehicle:</b>	TBD
<b>Schedule:</b>	The anticipated work schedule for the Safety Manager will average 40 to 50 hours per week. Early morning, evening or Saturday work may be required.
<b>Current Drivers License Required:</b>	Yes
<b>Journeyman Electrician License:</b>	Preferred

This job description reflects management's assignment of essential functions and position responsibilities. Nothing in this job description restricts management's rights to assign or reassign duties and responsibilities to this job at any time.

**Weifield Group Contracting LLC is an Equal Opportunity Employer.**