

**Position Title** **Regional Environmental Health & Safety Manager**

**Position Location** Klamath Falls (OR), Lakeview(OR), Chester (CA), Kane (PA)

**Position Description** Under the direction of VP HR and VP Operations, establishes and promotes the maintenance of a safe, accident-free, and healthy work environment by performing the following duties personally or through subordinate personnel. The goal of the position is to eliminate injuries and accidents.

**Position Responsibilities**

- Plans and implements safety policies and procedures in compliance with local, state, and federal rules and regulations including Occupational Safety and Health Administration (OSHA) in collaboration with VP HR and VP Operations.
- Travel to Collins job sites a minimum of 15 days per month. During the onsite visits observe work practices to help prevent unsafe acts and develop recommendations to improve safety or work practices.
- Coordinate and conduct the company-wide safety training effort. Develop and conduct safety training and/or training workshops to enhance employee knowledge of safety requirements and expectations. Work with the management team to establish training topics and requirements. Train employees at all locations up to or exceeding OSHA requirements.
- Plans, implements and/or coordinates training on safety topics including but not limited to, New Hire, First Aid, CPR, OSHA 10, Lock Out/Tag Out, Forklift training and any other topic required by a site mandated by OSHA or required as part of company policy.
- Maintain, update and communicate the Employee Safety Manual. Research, draft and implement new policies and update existing policies as required by business needs and as mandated by changes in State and Federal Laws.
- Review workplace injuries making recommendations as needed and providing training to further reduce injury and accidents. Monitor and ensure Collins is in compliance with OSHA regulations. Assists with post-accident investigation and prepares report identifying possible accident causes and hazards for use by company personnel and senior management.
- Oversee activities of each site Safety Committee. Lead and participate at each site as much as possible. Train safety members on proper committee protocols and compliance.
- Advises VP HR and VP Operations on safety compliance concerns and preventative actions.

## Position Requirements

- Collaborates with site managers in the establishment of policies and procedures designed to promote worker health and safety as well as ensures compliance with applicable regulations. The EHS manager works with the organization's management team to evaluate and to enforce policy conformance.
- Performs safety surveys, audits and inspections, prepares written reports of findings and recommendations for corrective or preventative measures where indicated and follows-up to ensure measures have been implemented.
- Liaison with fire departments to train employees and visitors on how to respond in emergency situations such as fires. Coordinates with senior management to develop plans for emergency procedures.
- Assists in the development, evaluation and upgrading of safety programs. Standardize all record keeping.
- Attends training and certification courses to continue and enhance safety-related continuing education.
- Responsible for interaction and mandatory reports to official regulatory bodies on occupational health and safety matters as they relate to Collins.
- College degree in environmental health or safety; or equivalent combination of education and experience.
- Minimum five years related experience in safety management required.
- Proven experience with successful training as well as creating and implementing safety policies and procedures.
- Excellent Computer, communication and training skills
- Ability to travel 75%
- Experience in the softwood and hardwood industry strongly preferred
- CSP/OHST preferred
- Demonstrated working knowledge of CALOSHA/OSHA regulations.
- Must be available and willing to work occasional weekends and holidays as the employer determines are necessary or desirable to meet its business needs.
- Must be able to adapt to various schedules as needed to meet business needs.
- Knowledge of state and federal safety regulations. Possess strong knowledge of the safety industry.
- Ability to work with various types of personalities and members of

management in a positive and professional manner.

- Demonstrates above average organizational skills to effectively handle multiple priorities with short deadlines.
- Excellent presentation, written, verbal and interpersonal skills.
- Strong written and verbal communication skills with the ability to communicate to individuals and or groups of individuals on subjects related to safety.
- Attendance in the office during normal business hours.

Salary / Wage DOE

Resume Closing Date Open until filled

Send Resume to Resumes and/or applications should be sent to [EHS2020@collinsco.com](mailto:EHS2020@collinsco.com)

This bulletin is intended as a communication device.

This bulletin reflects a generalization of information and may not reflect all aspects of this position.

**Collins is an Equal Opportunity Employer.**

**This facility is alcohol and tobacco free. Pre-employment drug screen required.**

All qualified applicants will receive consideration for employment without regard to race/ethnicity, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, protected veteran status, or any other status protected by law.

Individuals with a disability, who need a reasonable accommodation in the application or hiring process, please contact Human Resources at 503.826.5230 or [CollinsHR@collinsco.com](mailto:CollinsHR@collinsco.com).