

EXEMPT JOB DESCRIPTION

TITLE: EHS Specialist

DIVISION /DEPARTMENT: Regulatory/EHS

REPORTS TO: EHS Manager

POSITION SUMMARY:

This position will support EHS Manager in promoting a safety culture and maintaining compliance to local, state and federal environmental, health and safety regulations, including overseeing the site hazardous waste management program on off-shifts.

MAJOR DUTIES AND RESPONSIBILITIES:

- Support EHS Manager in maintaining compliance to OSHA and environmental standards along with federal, state and local regulations.
- Work in conjunction with EHS Manager to formulate and implement general safety policies and procedures to maintain compliance to local, State and federal requirements.
- Support EHS Manager in implementation of required EHS training programs.
- Provide employee training during off-shifts to satisfy all EHS regulatory requirements.
- Support the management of all site hazardous, non-hazardous and universal waste in accordance with federal and state regulations.
- Alternate Hazardous Waste Coordinator (HWC) designation by obtaining annual hazardous / toxic waste management and hazardous materials transportation certifications, a plus.
- Perform and/or coordinate regulated EH&S inspections including, but not limited to: hazardous waste area, satellite waste areas, safety showers and eyewashes, fire extinguishers, fire suppression system, etc.
- Support accident investigation team, inspects and analyzes industrial accident causes, hazards and recommends corrective actions.
- Off-Shift contact to medical professional or insurance carrier to facilitate the Workers Compensation claim.
- Advises Site Safety Committee.

POSITION REQUIREMENTS:

- Bachelor of Science Degree in technical field
- One to three years' experience in the EHS manufacturing field, preferably in the pharmaceutical, medical device or chemical industries.

KNOWLEDGE / SKILLS

- Must have previous experience with environmental, health and safety programs.
- Must have experience with Microsoft Office.
- Confident knowledge of EPA, DOT, OSHA, NFPA, ANSI regulations/standards
- Detail oriented and efficient
- Multi-tasked and able to work independently on off-shifts.
- Must be able to complete tasks in a timely fashion.
- Ability to follow written and verbal instructions.