

Safety Coordinator

Summary:

Safety Coordinator provides programmatic and operational Environment, Safety, and Health support to the Department of Energy (DOE) for all Moab Project sites and office locations.

Essential Duties and Responsibilities:

Duties and Responsibilities consist of but are not limited to the following:

- Ensures that Integrated Safety Management is implemented for all work performed, and that work activities are in compliance with the written Worker Safety and Health Program as per 10 CFR Part 851 and other established safety related requirements.
- Assists as required to ensure that all radioactive waste is managed in a manner that is protective of worker and public health and safety, and the environment in accordance with DOE Order 435.1 and will implement sound stewardship practices that are protective of the air, water, land, and other natural and cultural resources impacted by the DOE operations in accordance with DOE Order 450.1 to ensure DOE cost-effectively meets or exceeds compliance with applicable environmental, public health, and resource protection laws, regulations, and DOE requirements.
- Performs independent appraisals of work performed by the Remedial Action Contractor, both scheduled and unannounced.
- Assists with the provision of a structured approach for the conduct of all appraisals and is responsible for coordinating, scheduling, and performing them; reporting their results; and conducting any required follow-up activities.
- Conducts Integrated Work Plan (IWP) briefings to on-site personnel prior to working to TAC related IWPs.
- Conducts observations and surveillances to all work related activities at the Moab and Crescent Junction sites.
- Provide support and data as requested for administrative purposes and in support of the Quality Management System.
- Perform other duties as assigned at the discretion of management.

Supervisory Responsibilities:

This job has no direct supervisory responsibilities.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or

ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

Position requires Bachelor's degree in a technical related field (e.g., engineering or physical sciences) and 4 years' previous health and safety experience in progressively responsible positions. Previous additional work experience may be substituted for education requirements. A working knowledge of federal, state, and local laws and regulations related to health and safety and environmental protection is required.

Language Skills:

Some fundamentals associated with this position include the ability to read and interpret documents in English, including reports and property drawings/markings, to write reports and correspondences in English, and to verbally communicate effectively with customers and associated contractors.

Mathematical Skills:

Ability to calculate figures and amounts such as proportions, percentages, area, circumference and volume. Ability to apply concepts of algebra, geometry, calculus, and other high level mathematical concepts.

Reasoning Ability:

Ability to define problems, collect data, and establish facts and draw valid conclusions. Ability to interpret a variety of instructions that deal with abstract and concrete variables.

Other Skills/Abilities:

Ability to operate calculator, office copier, fax and computer are required.

Certificates, Licenses, Registrations:

Current driver's license; Proof of U.S. Citizenship or approved to work within the United States; the ability to obtain security clearance enabling access to various government facilities.

Physical Demands:

The physical demands described here 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.

- While performing the duties of this job, the employee is regularly required to talk or hear. The employee is occasionally required to stand; walk; reach with hands and arms; climb or balance; stoop, kneel, crouch or crawl; and drive.
- The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds or more.
- Specific vision abilities required by this job include close vision, depth perception and the ability to adjust focus.
- Requires occasional travel and overnight stay.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Works in shared office and field environment, and the noise level in the office work environment is usually quiet. The noise level in the field work environment includes construction site and soil and ground water sampling areas where noise level will vary and sometimes require hearing and other personal protective equipment.

Send Application/Resumes:

Resumes and applications may be emailed to sklshr@skls-llc.com sent to S&K Logistics Services, Attn: Human Resources, 200 Grand Ave., Suite 500, Grand Junction, CO 81501, or faxed (970) 257-2174. This announcement remains open until filled. S&K Logistics Services, LLC is an AA/EEOC/American Indian Hiring Preference employer.