

Safety Manager

The goal of the Safety Manager is to maintain a culture of safety through the management of systems, policies, and procedures designed to prevent injury, hazardous activities, or dangerous behavior. Ensure the safety program is correctly implemented, updated, and monitored on an ongoing basis.

Education/Experience/Requirements

- Bachelor's Degree and/or relevant industry/trade training preferred
- 5 years of construction industry experience required, roofing industry experience preferred
- Thorough knowledge of federal, state, and local government safety and health regulations
- Successful drug/alcohol and background screenings
- Valid driver's license
- Proficient in Microsoft Office products – Outlook, Word, and Excel

Skills and Personal Attributes

- Track record of strong safety leadership and performance
- Analytical, leadership, interpersonal, problem solving, and organizational/time management skills
- Ability to supervise and direct field personnel
- Exceptional communicator who generates confidence and trust in Korellis Roofing both within and outside the organization
- Comfortable climbing ladders and working at heights while auditing rooftop jobsites throughout Northwest Indiana and Chicagoland
- Possess or obtain OSHA 500, CERTA, and additional certifications to provide onsite training

Essential Job Functions

- Ability to work with hazardous materials
- Ability to work productively in various weather conditions
- Agility, bodily coordination, and dexterity of hands and feet
- Agility to walk and work on uneven surfaces
- Ability to climb stairs and ladders

Job Description Detail

- Perform pre-job site inspections to advise on safety requirements and readiness
- Administer policies, rules, and procedures of the company's safety program as they apply to employee protection, public safety, equipment, and property protection
- Oversee the planning, preparation, and presentation of safety training, including distribution of PPE
- Investigate accidents, complete and submit incident forms in a timely manner
- Develop and maintain company policies and procedures as outlined in the Employee Handbook, Safety Policy, and OSHA Safety rules to ensure compliance
- Involved in all OSHA meetings and negotiations when required
- Attend pre-construction meetings onsite and at office

- Continually monitor systems for improvement possibilities
- Provide and manage safety metrics including, but not limited to OSHA Incidence Rate, near miss/hidden dangers, and any outstanding audit or incident countermeasures
- Construct and deliver topical presentations at monthly safety meetings
- Schedule and plan annual safety fest, including the coordination of sessions and presenters
- Maintain and develop relationships with preferred healthcare providers for post-accident and ongoing medical treatment
- Keep updated records for ISNetworld, Avetta, NMAPC, etc.
- Monitor and maintain D.O.T. drivers for compliance
- Surveillance of drug testing compliance through BCRC and ScreenSafe programs
- Administer best practices from and participate in Roofing Contractor's Committed to Safety (RCCS) captive insurance group, including bi-annual meetings and audits
- Assist Management Team/Human Resources with managing workers' compensation claims, drug testing, light duty labor oversight, and mitigate costs and exposure for work comp injuries
- Maintain confidentiality of company and employee information
- Inspect, order, maintain, and distribute safety supplies and equipment
- Oversee Safety Coordinator, including distribution of weekly tool box talks, certification/training management, and administrative duties as assigned