



## **SAFETY ASSISTANT**

***Do you have a passion for a career in construction safety? Are you great at troubleshooting and resolving problems? Do you thrive in a fast-paced environment? Are you comfortable climbing ladders and working at heights? Do you enjoy working outdoors?***

The goal of this position is to support the Safety Manager and Coordinator in overseeing, implementing, and managing the Korellis safety program.

Everyone's function within the company requires team members to be cooperative and helpful to the rest of the team. It is expected that each member of the team will assist others and that respect and cooperation will be provided. Korellis has an open-door policy and requires a teamwork approach and sharing of responsibilities. Any candidate should be able to adopt this mindset and co-exist within our collaborative environment.

### **Experience/Education/Requirements**

- Bachelor degree or being in the pursuit of a degree in a safety- and/or construction-related field is preferred
- Successful drug, MVR, and background screenings
- Valid driver's license

### **Description of Duties**

- Assist/complete jobsite safety audits
- Assist in preparation of project safety plans
- Assist with new hire safety orientation
- Other safety-related duties as assigned
- Represent the company in a professional manner
- Comply with company policies and procedures
- Maintain confidentiality of company and employee information

### **Skills and Personal Attributes**

- Ability to handle multiple tasks while maintaining attention to detail
- Ability to supervise field personnel
- Utilize ladders and work at heights to audit rooftop jobsites
- Ability to meet deadlines
- Knowledge of Microsoft Office
- Excellent verbal, written, communication, and computer skills

**Position Type:** Part Time Internship

**Reports to:** Safety Manager

**Supervisor:** Internal Operations Manager

### **Benefits & Perks**

- Weekly pay
- Company-issued cell phone and laptop
- Flexible schedule
- Korellis-branded apparel available for purchase onsite in Korellis office
- Onsite gym facility and game room
- Company gatherings, team celebrations, and more
- Community impact/volunteer opportunities



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### **The Korellis Way**

Korellis has been a Hammond-based contractor for over 60 years. We have employee-centric philosophy, which means we first take care of our employees through competitive wages and benefits, by keeping the organization on the cutting edge of innovation and technology, and empowering the team daily. In turn, our employees deliver unparalleled results to our partners. We are 100% Employee-Owned through an ESOP – we all have a vested interest in the success of Korellis. Everyone benefits from the knowledge of a team with over 2300 years of experience in the construction industry. We host several employee functions throughout the year, and our team has access to an onsite gym, game room, market, and company store.

Korellis Roofing, Inc. is an Equal Employment/Affirmative Action Employer and complies with the Federal E-Verify Program.