

## Safety Coordinator

### REQUIREMENTS:

- Promote and support a safety culture with all manufacturing team members.
- Dispense safety supplies as needed
- Conduct safety orientation with new employees
- Perform monthly safety training as required
- Develop, maintain, and audit Lock Out / Tag procedures
- Participate in safety incident investigations
- Participate in weekly safety audits
- Write incident investigation and audit reports
- Maintain and order safety supplies as required
- Conduct monthly safety inspections
- Join the First Aid Team eventually becoming the administrative leader
- Join the Safety Committee
- Develop and revise OSHA required and recommended plans and procedures
- Review and maintain HMIS ratings for products and raw materials
- Maintain copies of Safety Data Sheets
- Revise the Pecora Safety & Health Manual as required
- Perform other tasks / projects as assigned

Job Type: Full-time

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