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Job Title:	Company:	Location:	Close Date:
Safety Coordinator	AES Operations and Maintenance	Kuparuk, AK	7/26/2007

General Duties:

The HSET Coordinator works in conjunction with the Kuparuk HSET Manager to provide field support of the ASRC Energy Services Health, Safety, and Environmental Program. This includes Permit issuance, Job Safety Auditing and Employee/Supervisor/Client relations. Must be willing and able to lead and educate employees in safe work ethics, practices, and behaviors as well as conduct orientation of new employees and annual compliance training. Candidate must understand the use of Industrial Hygiene instruments used to gather qualitative and quantitative information. Candidate must be able to use these instruments in the issuance of hot work, unit work, and confined space entries. Candidate must have a working knowledge of; incident review, root-cause based incident investigation and implementation of corrective actions. Candidate must have a working knowledge of computer software including; Microsoft Word, Excel, Access, PowerPoint and be able to adapt to existing HSET databases. The candidate must also be able to learn or have a basic understanding of Alaska Worker's Compensation law, and be able to communicate relevant injury information to management. The candidate must have working knowledge of the Department of Transportation requirements pertaining to FMCSA/RSPA safety regulations and drug and alcohol program management. Candidate must be able to effectively use written and verbal communication skills to convey Company/Client Safety policies and procedures. The candidate must be able to implement working solutions to aid supervision in mitigating identified hazards

Experience Needed:

Minimum Certification requirements are CHST or OHST. Otherwise, candidate must be able to obtain the minimum level of certification within 6 months of employment. Certified as a North Slope Training Co-operative Instructor for Unescorted and Job Specific/High Hazard Courses is recommended. Valid Driver's License

Education/Certifications/Licenses:

Qualifications for this position include a Bachelor's degree in a safety-related field from an accredited school or an Associates degree in a safety related field and two years experience in safety. Otherwise, 4+ years experience in a full-time professional safety position.

Core Competencies:

Special Skills:

Supervisor: Joel McAlister/David Crooks - HSET Manager

Phone: 907-339-6200

Fax: 907-339-6941

Submit Resume To: ASRC Service Center HR - ASRC Service Center HR



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