

AMERICAN CIVIL CONSTRUCTORS
JOB DESCRIPTION
Regional Safety Manager - Seattle

Company Information

American Civil Constructors (ACC) is one of the nation's premier construction and maintenance companies. Our comprehensive services span multiple market segments including the Civil, Marine, and Landscape industries. We are a preeminent provider of road rehabilitation and paving services, freeway seismic retrofitting, bridge construction and repair, reservoir and culvert construction, sports field, and golf course construction as well as commercial landscape construction, and landscape management services. We work for a geographically diverse client base through operation hubs in Denver, Seattle, Dallas and the San Francisco Bay Area. Combining decades of experience with singular passion for outstanding work, ACC brings an impressive track record of consistently successful projects from Ketchikan, Alaska to New Orleans, Louisiana.

Safety

We are committed to retaining top-level, talented professionals, as we continue to grow to a \$400+ million company. Our number one job requirement for any position is a positive, professional attitude.

Regional Safety Manager

This is a Full-Time, Exempt position. This position will be based in Seattle, WA. Safety is a primary job responsibility of all ACC employees, and is a condition of employment. It is the responsibility of the Regional Safety Manager to coordinate these efforts within the business unit as well as the business unit jobsites and facilities. This position is responsible for loss control prevention, reporting, investigation, and follow-up, relative to vehicle accidents, personal injury accidents, property damage, near-miss incidents and customer incidents involving ACC operations/facilities. This position must lead the efforts in the effective supervision, management, motivation and training of all ACC team members in areas of personal safety, health, regulatory compliance, and environmental concerns. This position is responsible for ensuring that regular audits and safety reviews are performed for all operations managed out of the Seattle Region, which include, Alaska, Washington, Oregon and Idaho in order to assess compliance with ACC Safety Policies and Procedures, as well as Federal and State regulatory compliance requirements. This position is charged with the responsibility of implementing and maintaining the directives of ACC's policies and procedures.

Qualifications

- Must possess the personality, enthusiasm and commitment to ACC core values that promote cooperation and respect.
- Strong proficiency in the Microsoft suite of programs, including Word®, PowerPoint®, Outlook® and Excel®.

- Proven ability to work independently and as part of a team.
- Highly motivated self-starter, who can effectively prioritize, multi-task and manage to accomplish objectives within prescribed deadlines.
- Excellent organizational skills and attention to detail.
- Outstanding communication skills including written, oral, interpersonal, and presentation.
- Ability to read, analyze, and interpret both common scientific and technical journals, construction designs, and legal documents.
- Ability to perform extensive travel for training, auditing, and incident review purposes. Travel can be up to 50% of the time.
- Ability to perform work during prolonged standing up to 8 hours or more; frequent bending, stooping, crouching, reaching, grasping, feeling and repetitive motion also required.
- Must be able to work outdoors in a wide range of temperatures and weather conditions.
- Must be able to operate in a drug-free workplace.
- Ability to be “on call” 24/7 for emergencies.
- The nature of this position demands discretion, good judgment, and prompt, accurate decision-making, as well as the management of complex situations.
- Ability to define problems, collect data, establish facts and draw valid conclusions.
- Must possess a valid drivers’ license to operate a motor vehicle and authorize ACC to validate by means of an MVR search.

Education and/or Experience

- A bachelor’s degree in Safety, Engineering, related technical field or other BS degree plus equivalent construction experience.
- At least five years construction safety experience and a Certified Safety Professional, Associate Safety Professional, or similar safety accreditation.
- Experience in marine construction environments is a plus.

Responsibilities

- Develop, implement, and manage safety programs and procedures that will reduce the frequency and severity of personal injuries and vehicle accidents for the Seattle Region as well as when requested by the Director of Safety for company-wide safety efforts.
- Provide environmental, health, and safety expertise to ensure compliance with applicable federal, state, and local regulations.
- Perform periodic safety and compliance audits for jobsite locations within the Seattle region.
- Ensure the proper reporting, investigation, and corrective action for vehicle accidents, personal injury accidents, property damage, near-miss incidents, and general public incidents involving ACC operations.
- Promote the effective supervision, management, motivation and training of all ACC team members in areas of personal safety, health, regulatory compliance, and environmental concerns.
- Ensure compliance with ACC’s safety programs, policies, and procedures.

- Complete periodic and one-time safety and compliance reports in a timely fashion.
- Work with the ACC safety team to implement consistent, standardized processes and policies where appropriate.
- Conduct jobsite audits to ensure compliance with the ACC Safety Program and detect existing or potential accident and health hazards. Recommend corrective or preventative measures and work with management to develop and implement improvements.
- Coach and guide associates and managers regarding safety compliance issues.
- Develop, supervise, and coordinate training programs or media which will increase proficiency in safe practices and promote safety consciousness.
- Provide training, or schedule training by others, and provide updates of the training requirements as they change.
- Assure that safety meeting and training attendance are properly documented in accordance with ACC procedures and regulatory agency requirements.
- Address specific reporting and record keeping requirements of the OSHA as well as other pertinent safety/regulatory compliance matters.
- Create and coordinate the efforts of the NW Regional Safety Committee to help reduce the frequency and severity of accidents and injuries.
- Monitor monthly safety meetings and training conducted at jobsite locations. Compile reports addressing the efforts and effectiveness of the local meetings to corporate, regional and local management.
- Attend jobsite audits conducted by the corporate Director of Safety at locations within the Seattle business unit.
- Attend Safety Team meetings conducted by the corporate Director of Safety at locations within Company-wide operations.
- Work closely with the Seattle business unit to ensure work activities are performed in a safe manner in compliance with applicable company policies and regulatory considerations.
- Direct compliance efforts in the area of the U.S. Department of Labor, Occupational Safety and Health Administration.
- Prepare state, federal, and local environmental, health, and safety reports as required.

Core Competencies

- **Delivers Results:** Focuses on the critical few objectives that add the most value and channels own and others' energy to consistently deliver results that meet or exceed expectations.
- **Imports and Exports Good Ideas:** Relentlessly seeks, shares, and adopts ideas and best practices in and outside the Company and embraces change introduced by others.
- **Develops and Inspires Others:** Builds and maintains relationships that motivate, guide and/or reinforce the performance of others toward goal accomplishments. Develops self and others to improve performance in current role and to prepare for future roles; seeks and provides feedback and coaching to enhance performance.
- **Lives the Values:** Demonstrates the strong values and compassion toward fellow employees through words, actions and by example; fosters an environment that reflects the values of the Company.

EMPLOYMENT AT AMERICAN CIVIL CONSTRUCTORS IS AT WILL AND NOTHING IN THE RELATED APPLICATION OR SELECTION PROCESS OR THIS JOB DESCRIPTION MAY BE CONSTRUED AS CREATING AN EXPRESS OR IMPLIED CONTRACT OF EMPLOYMENT FOR A DEFINITE DURATION. ABSENT A SEPARATE, SPECIFIC AGREEMENT, ANY EMPLOYEE IS FREE TO TERMINATE EMPLOYMENT AT ANY TIME AND THE COMPANY IS FREE TO TERMINATE ANY EMPLOYEE OR JOB FOR ANY REASON WITH OR WITHOUT CAUSE. BEFORE EMPLOYMENT, A NEW EMPLOYEE MUST SIGN A WRITTEN ACKNOWLEDGEMENT OF THIS PRINCIPLE AND MUST SUBMIT TO A DRUG TEST.

ACC WILL NOT DISCRIMINATE IN EVALUATION OR SELECTION OF ANY APPLICANT FOR THIS POSITION ON THE BASIS OF RACE, COLOR, RELIGION, SEX OR NATIONAL ORIGIN.