



Job Description

Job Title	Regional Safety Manager
Department	Human Resources
Reporting Relationship	Director - Human Resources
FLSA	Salaried Exempt
# of Employees Supervised	1-3

Job Summary

The Regional Safety Manager will provide regional leadership to Mann Packaging and its affiliates in the areas of safety awareness and prevention, risk management, and worker's compensation.

Primary Duties & Responsibilities

- Design and implement company safety programs (Industrial Illness Prevention Program), compliance strategies and sustainable management systems.
- Manage and implement the Accident/Exposure Reporting and Investigation program. Ensure the program clearly explains the methods and practices for reporting and investigating accidents/exposures; communicate risks to management.
- Review, monitor, and manage the Worker's Compensation Claim process. This includes managing the early return to work and modified duty program, monitoring and analyzing accident and injury trends, performing hazard analysis; working directly with the worker's compensation insurance carrier to investigate all reports in a timely fashion.
- Create a company-wide Emergency Response Plan. Ensure appropriate individuals are trained in the processes and procedures should the plan be activated.
- Ensure and coordinate all forklift drivers, machine operators, sanitation workers, mechanics, DOT drivers are trained and licensed accordingly.
- Conduct regular training and ensure that the following are practiced: Personal Protective Equipment, Machine Safety & Equipment usage, Lockout/Tagout, Hazardous Communication, Evacuation Drills, Fall Prevention, etc.
- Lead the effort to complete training programs and report out to the EPT (Employer Training Panel) in order to secure funding grants
- Prepare site leadership for customer audits
- Coordinate Process Safety Management (PSM) inspections
- Schedule and coordinate with vendor annual audiogram testing, etc.



- Schedule and coordinate with vendor substance abuse random testing
- Work effectively with other department managers to enhance the safety program
- Conduct monthly employee safety meetings and other trainings as necessary
- Perform self-assessments to identify and mitigate risk.

Qualifications

- Bachelor's Degree in a safety-related field is highly preferred
- 5+ years of progressive safety experience
- Appropriate certification, such as Certified Safety Professional (CSP), is preferred
- Experience in a manufacturing environment
- Hands-on practitioner dedicated to the role and subject matter
- Capable of seeing the big picture
- Must be a progressive learner willing and able to grow into larger roles of responsibility
- Knowledge of Good Manufacturing Practices (GMP), Lockout/Tag Out (LOTO), and MSDS
- Proven track record with accident investigations and follow-through
- Auditing experience
- Experience with Process Safety Management (PSM) and Ammonia
- Strong project management, time management, and organizational skills
- Excellent verbal and written communication skills; can articulate safety within a business framework
- Creativity, innovation and the ability to solve problems and generate viable solutions
- Approachable and effective with the ability to influence change across all levels of the organization
- Bilingual (English/Spanish) is preferred

ACKNOWLEDGEMENT

I understand that this is a general description of my duties and I am to perform these duties as they relate to my job. I also understand that my job description will change from time to time.



By signing this page, I acknowledge receipt of this job description, that I have been given an opportunity to ask questions about the job, and that I certify understanding of this job description.

Employee Name (print): _____

Employee Signature: _____ Date: _____