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Title: HSE Regulatory Compliance Specialist (Corporate)

Location: Northern IN

Position Summary: The HSE Regulatory Compliance Specialist reports to the Director of Health, Safety, and Environmental and oversees the HSE compliance requirements for all locations within the Company. The role is critical for ensuring that the Company' locations are in compliance with applicable health, safety, and environmental regulations.

Duties and Responsibilities:

Safety

- Ensure Facilities are in compliance with government (OSHA and similar agencies) safety and regulatory compliance requirements such as annual training requirements, required written programs, etc.
- Responsible for staying up to date with safety regulations and informing management of changes. Facilities are conducting safety training for all employees, including new hires.
- Ensure facilities are keeping accident records and completed reports required by law and company policy, including first aid and near miss reports, accident investigation, etc.
- Using the Company's HSE Management Application (The Risk Management Center) verify all facilities are current on all required inspections, training, etc.
- Using the Company's HSE Management Application (The Risk Management Center) design and implement audits and inspections for use by the facilities.
- Responsible for data analysis and reporting on the Company's DuPont STOP Program.
- Maintain monthly accident analysis for the company.
- Assist in setting company safety goals.
- Assist each Company location in creation and maintenance of its HSE Compliance Calendar.

Environmental

- Monitor completion of required reports, inspections, and other permit requirements at each facility holding environmentally related permits, including Air, Wastewater, and Stormwater.
- Using the Company's HSE Management Application (The Risk Management Center) design and implement audits and inspections for use by the facilities.
- Assign and track Federal, State, and Local required environmental topics training to applicable to each of the Company's facilities.
- Assist facilities with completing annual, quarterly, and monthly environmental agency reports, such as Tier II, Form R, Annual Hazardous Waste Manifest Reports, Discharge Monitoring Reports, etc.

Education and experience required:

- Bachelor's degree in safety, environmental, chemical, or related science field.
- Minimum of five to seven (2-5) years HSE management experience in an industrial environment.
- Interpersonal skills to engage at all levels to build rapport throughout the organization.
- Strong influencing skills with the courage to confidently express an independent point of view.
- Ability to read and interpret HSE Regulations (safety, air, water, hazardous waste, etc.)
- Computer skills – Microsoft Office 365, including SharePoint, Excel, and Access, risk assessment modeling, regulatory agency on-line reporting, HSE Management Software.
- Strong communication skills, written and oral.
- Willing to travel at 25% of the time, depending on workload.