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Title: HSE Manager (Corporate)

Location: Northern IN

Position Summary: Reporting to the Director of HSE, this position provides overall HSE leadership and guidance for the Company. This role is critical to driving HSE excellence. Effectively implement Company's environmental management system. Integrate environmental / safety compliance and management systems into manufacturing operations. Champions operations excellence by showing employees how their actions connect to Company's HSE vision and create long term value. Participate in Strategic Planning Process, track metrics, provide leadership and training, meet day to day environmental / safety requirements, drive continuous improvement of the company's environmental / safety management system, and coordinate with other facility / regional / corporate environmental / safety resources. Provide a good foundation and solid understanding of major environmental and safety regulations, and represent the facility during environmental / safety agency inspections.

Duties and Responsibilities:

Safety

- Assist Facilities in complying with government (OSHA and similar agencies) safety regulatory compliance requirements (e.g. machinery guards, interlock systems, etc.).
- Responsible for staying up to date with safety regulations and informing management of changes.
- Ensures Facilities are conducting safety training for all employees, including new hires.
- Assist Facilities with developing Job Hazard Analysis (JHAs) and revisions.
- Ensure facilities have a plant safety committee and assist in the safety committee members' development.
- Conduct safety audits across the company.
- 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.
- Assist in conducting accident investigations.

- Responsible for assisting in the implementation of behavior modification and similar programs.
- Assist Facilities in development of procedures to comply with all government safety and corporate safety programs, (e.g. energy control, confined space, emergency evacuation and fire drill, hearing conservation, personal protective equipment, powered industrial trucks, contractor safety, and other programs).
- Maintain monthly accident analysis for the company.
- Assist in setting company safety goals (e.g. Zero Accident Goal)
- Attend and participate, when possible, in corporate, insurance, government, Fire Marshall, etc. safety inspections.
- Attend safety conferences and seminars to improve safety knowledge and skills.

Environmental

- Assists with environmental permits (air, water, wastewater, and hazardous waste) including: renewals, required reporting, permit modifications, and required notifications.
- Conduct environmental audits across the company.
- Assist facilities in completing reports required by permits and coordinating monthly, quarterly, and yearly HSE compliance forms to facility and corporate management.
- Assists Regional Facilities with the research for new applicable information via internet searches, seminars, and conferences.
- Assists Facilities with maintaining all required environmental policies, procedures, and plans.
- Assists Facilities with any environmental concern.
- Assists Facilities with customer requests regarding chemical use and product content.
- Assists Facilities with hazardous industrial waste disposal.
- Assists Facilities with participation in the environmental stewardship initiative programs.
- Responsible for liaising with industrial trade associations and government agencies.
- Responsible for staying up to date with regulatory changes and technology.

Education and experience required:

- Bachelor's Degree in Safety, Environmental, Chemical, or a comparable discipline and at least 5 years related experience; or an equivalent combination of education and experience.
- Interpersonal skills to engage at all levels to build rapport throughout the organization.
- Experience in educating plant managers in the HSE area. (safety, air, water, hazardous waste, etc. regulations)
- Strong influencing skills with the courage to confidently express an independent point of view.
- Computer skills – Microsoft Word, spreadsheets, risk assessment modeling, PowerPoint, regulatory agency on-line reporting.
- Strong communication skills, written and oral.
- Willing to travel at 25% - 50% of the time, depending on workload.

Certificates, Licenses, Registrations

- Certified Hazardous Material Manager (CHMM) preferred.