



ENTERPRISE SAFETY MANAGER

Job Description – Responsible for developing, implementing, and enforcing safety programs and policies to ensure a safe, healthy, and compliant work environment across construction sites. This role involves risk assessment, incident investigation, conducting safety audits, training, and extensive collaboration with project teams and subcontractors to promote a strong safety culture and adhere to regulatory requirements, such as DOT, FMCSA, and OSHA standards.

Key Responsibilities and Duties

- **Policy and Program Development:** Create, implement, and update safety plans, policies, and procedures in compliance with federal, state, and local regulations.
- **Site Inspections and Risk Assessment:** Regularly audit job sites to identify existing and potential hazards, assess risks, and implement corrective or preventative measures.
- **Training and Education:** Plan and conduct safety orientations, toolbox talks, and specialized training (e.g., temporary traffic control, hazard recognition, etc.) for employees.
- **Incident Management:** Lead the investigation of accidents, injuries, and near-misses to determine root causes, develop preventative measures, and manage associated workers' compensation claims and return-to-work programs.
- **Documentation and Reporting:** Maintain comprehensive safety documentation, including OSHA logs, meeting records, training certifications, and incident reports, and report on safety metrics to management and regulatory agencies.
- **Compliance and Enforcement:** Monitor and enforce compliance with safety policies, issue reports for violations, and work with enterprise leadership to ensure all personnel adhere to safety standards.
- **Regulatory Compliance:** Ensure all vehicular operations adhere to relevant Federal Motor Carrier Safety Regulations (FMCSR), OSHA standards, and other applicable laws. This involves managing documentation, licenses, and certifications for drivers and vehicles with enterprise's fleet safety vendor.
- **Driver Management & Training:**
 - Coordinate and conduct safety training and new hire orientations for drivers and other staff (covering topics like defensive driving, accident prevention, hours of service (HOS), and hazardous materials handling).
 - Monitor driver performance, including HOS/ELD logs and compliance with company and regulatory rules, and provide coaching or performance improvement plans as needed.
 - Manage the driver qualification (DQ) file process, ensuring all records (licenses, medical cards, background checks, drug/alcohol testing) are current and accurate.
- **Vehicle Maintenance Oversight:** Collaborate with the maintenance department to ensure all vehicles undergo regular inspections and preventative maintenance to meet safety and mechanical standards.
- **Auditing and Reporting:**
 - Conduct regular safety audits and inspections of terminals, vehicles, and job sites to identify potential hazards and ensure compliance.
 - Analyze safety data and performance metrics (e.g., CSA scores, accident rates) to identify trends, report insights to management, and drive continuous improvement.
- **Collaboration and Communication:** Serve as the primary point of contact for safety-related inquiries, collaborating with owners, managers, subcontractors, and regulatory officials to integrate safety into project planning and execution.



Essential Skills and Qualifications

- **Education:** A bachelor's degree in Occupational Safety or equivalent is preferred.
- **Experience:** 5+ years of experience in construction safety and/or fleet safety.
- **Knowledge:** Deep understanding of legal health and safety guidelines, specifically OSHA construction standards (29 CFR 1910 and 1926) and FMCSA safety regulations.
- **Certifications:**
 - OSHA 30-Hour Construction Certification is preferred.
 - Professional certifications such as **Certified Safety Professional (CSP)** or **Construction Health and Safety Technician (CHST)** from the [Board of Certified Safety Professionals](#) (BCSP) are highly valued and preferred.
- **Soft Skills:**
 - Exceptional communication (verbal and written) and leadership skills to train and motivate a diverse workforce.
 - Strong analytical, problem-solving, and critical-thinking abilities to assess risks and implement effective solutions.
 - Excellent attention to detail and observation skills to spot potential hazards.

This is a full-time year-round non-union salaried position. We offer a competitive benefit and compensation package that includes health, dental, vision, 401(k) with company match, paid holidays, and paid time off.

A&J CONSTRUCTION is an equal opportunity employer, we do not discriminate based on marital status, race, color, creed, gender, sex, religion, national origin, gender identity, age, veteran status, physical or mental disability, sexual orientation, or genetic information.

