



Site Safety and OTJ Trainer Project Manager

Summary

We are seeking project management candidates to provide project expertise and management of Tree Care Site Safety Monitors and OTJ Trainers in the continental United States. The position will include development, implementation and deployment as well as provide safety and compliance oversight for a variety of projects, and will provide management of all personnel serving as site safety and OJT trainers. The individual must be able to plan, implement and supervise project safety requirements; manage injury, illness, and accident prevention programs; and comply with corporate safety program standards on all job sites. Candidates must have a proven track record as project manager from initiation to completion of project. While experience in the prevention and control of tree care industry working conditions is a plus, it is not required. Strong communication skills, excellent time management, self-motivation while working in a team environment, and strong technical skills are also required. Must be able to perform in high-stress, high-production atmospheres.

Minimum Requirements:

- Must have at least 5-10 years of experience as a project manager
- Degree in project management or equivalent required
- Must have excellent verbal and written communication skills
- Must have the ability to perform in high-stress, high-production environments
- Must have good technical skills; experience with Google Suite is a plus
- Must be able to travel up to 60 days at a time
- Need to be able work alone for long periods of time but still function in a team environment
- Experience in the prevention and control of tree care industry working conditions along with the ability to recognize and correct unsafe acts or unsafe behaviors is a plus but not required
- Must have valid driver's license and good driving record (will need to provide prior to employment); may be required to drive at night

Education and Experience

- A degree in project management or equivalent (combined work experience and certifications and training in related subject matter may serve in lieu of a degree)
- Minimum of 5-10 years of project management experience
- Minimum of 5 years management and/or craft supervision experience in similar capacity
- Advanced knowledge and experience in the project management from initiation to project completion
- Must be experienced and proficient in accident/incident investigations, safety infractions, unsafe conditions/activities, and be able to determine ability to perform root cause analysis; must be able to perform on-site accident and incident investigations to include written and photographic explanations
- Excellent communication, organizational, and strong leadership and supervisory skills
- Strong computer and technical skills along with experience with Google Suite highly desired

- Experience in the prevention and control of tree care industry working conditions along with the ability to recognize and correct unsafe acts or unsafe behaviors is a plus but not required

Responsibilities and Duties

- Advanced knowledge and experience in the project management from initiation to project completion
- Communicate effectively with clients in person, via phone, text, and email
- Always act in a professional manner while a representative of NATS
- Supervise site safety and OTJ trainers in an effort to ensure project is performed in accordance with design, budget, and schedule; includes interfacing with fellow team members, client representatives, other contractors, etc.
- Plan, coordinate and supervise on-site functions including scheduling, safety compliance, day-to-day direction of on-site safety staff, and communicate to executive team and clients on project progress
- Supervise field employees and/or other contractors as required by the contract; provide technical assistance (i.e. interpretation of scope of work, recommending work methods and equipment, etc.) as required; ensure all on-site personnel comply with project procedures, safety program requirements, work rules, etc.; document all violations, notify project management, and recommend/implement corrective actions as required
- Develop or assist management in developing and implementing project procedures, working documents, standards, and safety training and orientation programs, etc.
- Provide team daily written reports that are clear and concise
- Participate with bi-weekly phone calls with NATS Leadership team, all team calls, and other calls as scheduled
- Proficient and experienced in accident/incident investigations, safety infractions, unsafe conditions/activities and perform root cause analysis; must be able to perform on-site accident and incident investigations to include written and photographic explanations
- Conduct hazard assessment of activities and determine corrective actions and PPE necessary to minimize exposure
- Review documentation to ensure all required records and reports are complete, accurate and submitted per established procedures; implement appropriate corrective action as required when procedures are not followed
- Wear appropriate personal protective equipment while in the field to include, but not limited to, hard hat, work boots, safety glasses, gloves, and hearing protection
- Travel as needed to worksite(s)
- Work in extreme weather environments and walk long distances over rough and/or variable terrain
- Conduct classroom and field training of project personnel when necessary
- Operate motor vehicle
- Routinely lift/carry up to 25 pounds unassisted on regular basis
- Perform additional assignments per management's direction

Additional Requirements

While performing the duties of this job, the employee is regularly required to use, talk, hear, taste and smell. The employee is frequently required to stand, walk, use hands and fingers to handle or feel, and reach with hands and arms. The employee is occasionally required to sit, walk, climb, balance, stoop, kneel, crouch or crawl. The employee must frequently lift/carry up to 25 pounds and occasionally lift/carry up to 50 pounds. Specific vision abilities required for this job include close vision, distance vision, color vision, peripheral vision and depth perception. The employee is frequently exposed to wet and/or humid conditions, moving mechanical parts, fumes or airborne particles, outside weather conditions, and vibration. The employee is occasionally exposed to high, precarious places; toxic or caustic chemicals; risk of electrical shock; and risk of radiation. The noise level in the work environment is usually loud.

The employee may work 10 - 12 hours per day, 6 days per week, and may work in extreme hot and cold environments when on project. When in the field, the employee must wear all required personal protective equipment and may be exposed to poisonous plants, insects and similar. The employee may be required to work on variable terrain in performance of duties and will be required to operate motor vehicle. The employee will routinely lift/carry up to 25 pounds unassisted on a regular basis.

Please contact:

Ruthie Soderback, Human Resources Director

jobs.natstraining@gmail.com

510-871-1127