

**Job Title:** Safety Associate

**Department:** Safety & Health

**Reports To:** Safety Director, General Manager, Operations Manager

**Summary:**

The Safety Associate is responsible for assisting the Safety Director in safety audits, training, record keeping, and safety meetings, while promoting a safe and healthy work environment for all employees.

**Essential Duties and Responsibilities:**

- Conduct regular safety audits and inspections to identify and correct hazards.
- Develop and deliver safety training programs to employees at all levels.
- Maintain accurate records and documentation.
- Conduct safety meetings
- Advise management on safety matters and recommend improvements to safety performance.
- Stay current on all applicable regulations and best practices.
- Promote a strong safety culture within the organization.

**Qualifications:**

- Safety background preferred, but not necessary
- Drilling and blasting background preferred, but not necessary
- Knowledge of OSHA/ MSHA regulations and other relevant environmental regulations.
- Excellent communication, interpersonal, and organizational skills.
- Ability to work independently and as part of a team.
- Strong analytical and problem-solving skills.
- Proficiency in Microsoft Office Suite and other relevant software.

**Physical Demands:**

- Ability to walk, stand, and sit for extended periods.
- Ability to lift and carry moderate weights.
- Ability to work in various environments, including outdoors.