



About us: B&S Site Development is more than just another construction company. We are a family of unique individuals committed to our culture, our values, and each other. We believe in making our own luck and creating our own opportunities. B&S Site Development accomplishes this by constantly innovating, finding ways to create new value and seizing new opportunities. We are a leading site development contractor that specializes in mission critical and large-scale commercial projects that focus on customer relationships and client satisfaction.

We have offices in Manassas, VA; Richmond, VA; Columbus, OH; Atlanta, GA and projects in 5 states (VA, PA, MD, OH, IN). We have been in business for over 20 years and have become the leading site contractor for the data center industry. We work on parcels ranging from 20-100+ acres.

Job Title: OHS Coordinator

We are looking for an enthusiastic and detail-oriented site-level OHS Coordinator to join our team in the site development industry. This position is ideal for someone passionate about promoting a safe work environment, eager to learn, and ready to grow within the health and safety field. The OHS Coordinator will help in implementing, monitoring, and maintaining safety protocols across various construction sites to ensure compliance with industry regulations and company policies.

OHS Coordinator Responsibilities:

- **Assist with Safety Inspections:** Conduct weekly site safety audits and inspections to find hazards, unsafe practices, or violations of safety regulations.
- **Visibility:** Be present and accounted for on a daily basis for both morning and mid-day crew huddles.
- **Monitor Compliance:** Help ensure that all employees and subcontractors are following health and safety guidelines and company safety policies.
- **Incident Reporting and Investigation:** Assist in reporting, investigating, and documenting incidents, near-misses, and workplace accidents. Help prepare reports and suggest corrective actions to prevent recurrence.
- **Provide Safety Training Support:** Assist in organizing and delivering safety training sessions for employees, including topics such as hazard recognition, personal protective equipment (PPE) usage, and emergency response procedures.
- **Maintain Safety Documentation:** Help keep up-to-date records of safety meetings, training logs, incident reports, and safety audits.

- **Administrative Duties:** Complete all required administrative obligations including but not limited to contractor and/or owner assigned audits, internal inspections, daily huddle reports, and all other administrative responsibilities applicable to jobsite requirements.
- **Promote a Safety Culture:** Actively take part in safety meetings, near-miss program, and toolbox talks to promote a strong culture of safety awareness among workers and management. Support all other company initiatives.
- **PPE Monitoring:** Ensure proper use, availability, and condition of personal protective equipment on-site. Aid in distributing PPE when necessary.

Qualifications:

- Bachelor's degree in occupational health and safety Preferred.
- 2 to 5 years of Experience
- Self-Motivated
- OSHA 510 Preferred
- OSHA 30 Construction Required
- Site Development Construction Experience Preferred
- Strong interest in health and safety practices within the construction industry.
- Basic knowledge of OSHA standards and construction safety regulations.
- Effective communication and people skills.
- Bilingual (Spanish) Preferred but not required.
- Ability to see and identify potential hazards.
- Willingness to learn and work in a fast-paced construction environment.
- The ability to use Microsoft Office Suite (Word, Excel, PowerPoint) is a plus.
- Open to relocation is preferred but not required.

Why join us:

- **Competitive Salary & Benefits:** We offer a competitive salary along with health insurance, retirement plans, and performance bonuses.
- **Career Advancement:** We are committed to the growth and development of our employees, offering training programs and opportunities for career progression.
- **Challenging and Rewarding Work:** Lead diverse and impactful projects that challenge your skills and expertise.
- **State-of-the-Art Equipment:** Work with the latest machinery and technology in the construction industry.
- **Strong Safety Culture:** We prioritize the safety and well-being of our employees with regular training and strict safety protocols.

What we offer:

OHS COORDINATOR

- Health, Dental, and Vision Insurance
- Life and AD&D Insurance
- STD and LTD Insurance
- Paid Parental Leave
- 401(k) Plan – Matching up to 6% **Fully Vested Day ONE!**
- Paid Time Off (PTO)
- Paid Holidays

All qualified applicants with B&S Site Development will receive consideration for employment without regard to race, color, religion, sex, sexual orientation and gender identity, national origin or status as a qualified individual with a disability or protected veteran. B&S Site Development is proud to be an Equal Opportunity Employer and member of the Drug Free Safety Program