



JOB TITLE: ENVIRONMENTAL HEALTH & SAFETY MANAGER

CLASSIFICATION: EXEMPT

REPORTS TO: ADMINISTRATION

REVISION DATE: DECEMBER 2016

Job Description The EHS Manager is accountable for identifying and evaluating those conditions, practices and personal behaviors, which result in human, facility, equipment, and product losses for the company's manufacturing facility. In this role, the EHS Specialist develops, communicates, coordinates, and implements comprehensive loss control processes to reduce those losses, and evaluates and directs compliance with applicable governmental regulation and services in a support role in managing Safety, Workers' Compensation and claims management.

Environmental Role: The EHS Manager is responsible for managing the execution of all environmental programs at the company's facility. Responsibilities include insuring compliance with environmental permits or other applicable authorizations and regulations of compliance-related tasks. The company's environmental program consists of, but not limited to waste water and storm water discharges; air emissions; universal hazardous waste management; hazardous materials management; and compliance with other corresponding state and local requirements.

DUTIES AND RESPONSIBILITIES:

- Develop and administer New Hire Orientation Safety Training.
- Investigate and maintain records for all work related injuries and/or illnesses, provide statistical analysis, and assist department management in the development of effective health and safety counter-measures to continuously improve safety objectives.
- Coordinate emergency evacuation procedures, training, and practice drills.
- Establish, conduct, or respond to health and safety risk assessments by identifying and assessing potential magnitude of risk by incorporating engineering and/or administrative controls.
- Assist in the development of environmental and safety training programs.
- Maintain filing systems regarding worker training, safety and environmental records.
- Assist in the development of environmental compliance programs related to hazardous wastes, air permitting, storm water, waste water, etc.
- Assist with updating procedures for emergency situations by establishing medical response programs, site preparedness, and emergency plans.
- Assist in the preparation of writing permit applications in accordance with Federal, State, County and Local reporting requirements.
- Maintain all logs and documentation associated with permits and regulatory compliance.

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- Ensure that Contractor personnel working on the property are in compliance with the Contractor and Visitor Requirements Program.
- Assist in other Administrative duties as assigned.
- General
 - Maintain a positive work atmosphere and interaction with customers, co-workers, and management.
 - All other duties as assigned.
 - Regular and punctual attendance.

SKILLS

- Prior experience with safety procedures in a manufacturing environment with such experience gained through work and or study. Experience in a multi- site manufacturing organization and experience with environmental compliance management are pluses.
- Knowledge of OSHA 29 CFR part 1910 and 1926 regulations
- Knowledge of NFPA 70 E regulations
- Experience with Title V air permits and emission calculations
- Knowledge of RCRA and DOT regulations
- Experience with Spill Response and OSHA HAZWOPER
- Experience with Storm Water Pollution Prevention Plans (SWPPP)
- Problem-solving skills.
- Proficiencies in Microsoft Excel, Word, Outlook and Power Point
- Self-confidence and presentation skills to address employees about safety.
- Excellent verbal and written communication skills.
- Ability to work independently
- Advanced time management skills
- Ability to handle emergency situations calmly.
- Must be a licensed driver with a good driving record (subject to MVR)

EDUCATION AND OR EXPERIENCES:

Bachelor's degree (B. A.) from four-year College or university; two to five years related experience; or equivalent combination of education and experience.

AMERICANS WITH DISABILITY SPECIFICATIONS

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to stand; walk; sit; use hand to finger, handle or feel objects, tools or controls; reach with hands and arms; climb stairs; balance, stoop kneel, crouch or crawl; talk or hear; taste or smell. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

This is a safety sensitive position.

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Work Environment

Work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential function of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee may be exposed to weather conditions, normal office environment or factory environment that is not climate controlled. The noise level in the work environment is usually moderate. The factory in certain areas maintains a high fiberglass and dust environment.

Personal Protective Equipment might be required in certain areas of the factory including but not limited to safety glasses, respirator, hearing protection, gloves and protective garments.

Employees in safety-sensitive positions must report to work fit for duty and must remain fit for duty throughout their work day. To be fit for duty, the employee must not be impaired by alcohol, illicit drugs, or medication.

Equal Employment Opportunity Employer

Nautique Boat Company provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, Nautique Boat Company complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, and transfer, leaves of absence, compensation and training.

Nautique Boat Company expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status. Improper interference with the ability of Nautique Boat Company's employees to perform their job duties may result in discipline up to and including discharge.

By signing this job description, you understand your job tasks and responsibilities. According to Nautique Boat Company policy employees are not eligible for transfer until completion of one year of employment unless initiated by the company.

Employee Signature

Date

Manager/HR Signature

Date