

LuGreg Trucking, LLC

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Environmental Health & Safety Manager

Reports To: General Manager	Job Code: 11-9199.02
Division: Mid-Level Officials and Managers	Pay Grade:
Department: Safety	FLSA Classification: Exempt
EEO Category: Mgrs., All Others	Last Updated: 4/2022

Purpose

Lead, live, protect, and instill culture. This is the primary responsibility of any management position at LuGreg Trucking - to protect and instill our culture as defined in our vision, mission, and purpose statements, fully understanding that the corporate culture portrayed in these statements and characterized in our core values must be reflected in not just words, but in day-to-day actions. Although technical competency of company's operations is of the utmost importance, all leadership positions at LuGreg Trucking fully understand that people management, development skills, and serving others are primary to the position's and company's success. LuGreg Trucking's desire is to produce a workforce and product that is "Best in Class", reflective of "Operational Excellence for His Glory", and that fulfills our corporate expectation of excellence. It will be the EH&S Manager's goal to place and maintain LuGreg Trucking and associated entities, on the cutting edge of the oilfield service industry through cooperation, dedication, continuing education, new ideals, and improved methods. The EH&S Manager should never forget that our greatest assets are the grace of God and our people. We will work together as a team to achieve our corporate vision of "Operational Excellence for HIS Glory."

Job Summary

This position reports directly to the General Manager with frequent and concurrent interaction with the Exec Team and Director of Human Resources & Development. The position will also interact with all other levels of the organization in some sort of capacity for management of the EH&S department. The successful candidate will partner with leadership to establish vision and strategy and advance a safety culture throughout the organization. This person will support developing, planning, and implementing a robust, compliant, and consistently applied safety program to ensure a safe, healthy, and accident-free work environment for LuGreg Trucking. The role will also provide technical and compliance expertise, support the field operations of safety, and ensure proper reporting practices of all workers' compensation, general liability, and accident claims.

Experience, Education, and Training Qualifications

- Degree in a safety discipline related field or will consider work experience in occupational health and environmental safety of an Oil and Gas operation.
- Strong working knowledge of DOT, OSHA, and Oklahoma Corporation Commission rules and regulation in the Oil and Gas industry.

- Prefer experience as a EH&S professional where the primary operation of the business was commercial transportation in the Oil and Gas industry.

Position Skills and Abilities

- Embraces and champions the core values of the company, including but not limited to humility, compassion, servant leadership, and strong work ethic.
- Key strengths are flexibility and being a self-starter. Must be a team player with a proven ability to problem-solve, follow-up in a timely manner, and recommend new approaches, policies, and procedures to effect continual improvements. Responds to issues and concerns with a sense of urgency.
- Excellent communication (oral and written), interpersonal, and presentational skills. Strong professional writing skills; able to draft effective team member communications and training materials. Communicates with other organizational departments to optimize the resources of the company and to effectively build relationships across the company, at the divisional, functional, and corporate level. Sets a comfortable tone and encourages open communication. Promotes environment of equality throughout entire workforce.
- Excellent at workload prioritization, resource management, and project management. Develops and manages processes that are effective and efficient. Excellent organizational skills and habits of maintaining both physical and electronic information.
- Ability to present facts, analysis, and make recommendations effectively based on the information provided and respond to questions from team members, managers, customers, and the public.
- Excellent computer skills that include proficiency with a Windows Operating System and Microsoft Office (Word, Excel, Outlook, Power Point) are essential.

Primary Duties and Responsibilities (Key Result Areas)

- **Safety Coordination**
 - Partner with members of management and Executive Team to identify expectations, determine performance gaps and develop safety initiatives to address the gaps.
 - Manage all incidents and accidents at LuGreg with proper reporting, tracking, and root cause analysis for improvement.
 - Manage all environmental releases at LuGreg with proper reporting, tracking, and root cause analysis for improvement.
 - Manage all W/C injury claims with the assistance of W/C vendors, Human Resources, and Payroll department, when needed.
 - Provide working knowledge of USDOT regulations regarding driving, inspections, and vehicle maintenance.

- Planning and presentation of monthly safety meeting topics and tracking.
- Development and refinement of departmental KPI's (Key Performance Indicators).
- Preparation, implementation, and oversight of Job Safety Analysis.
- Maintain inventory of all safety supplies and driver's equipment for toolboxes and all gas monitors for each yard.
- Interact with team members in a positive, cooperative, and professional manner, to demonstrate a model of expected behavior on the job.
- Communicate effectively with the Executive Team, Operations, Human Resources and Development to guarantee that safety training objectives are met, and any problems or issues are addressed in a timely and professional manner.
- Report at monthly Management Meetings of status and progress of safety training activities, quarterly safety bonus program, SPCC facility inspections, and accident, spill & incident documentation, and investigations.
- Work with customer base to remain in compliance with their Safety Programs.
- Maintain online reporting requirements of customer's web-based safety compliance programs (i.e., ISNetWorld, PEC, SSQ and National Compliance).
- Communicate Customer Particular Requirements and provide internal notification to all team members of such requirements.
- Maintain relationships within state and local safety organizations (i.e. Oklahoma Safety Council, MCEPS, OSMC, Oklahoma Trucking Association, etc.)

Working Conditions

- Ability to work in a variety of working conditions.
- Normal schedule will be five days a week, Monday thru Friday, with occasional Saturday or Sunday, dependent on the need of the company.
- On Call Status (24/7) for all major injuries or accidents. If unable to be available, then arrangements will have to be made to cover (i.e., vacation, medical, etc.)
- 50% office work and 50% field work – Must be able to travel with occasional overnight stay. Company vehicle provided.
- **Must reside or be willing to relocate with-in 30 mins of Kingfisher, OK.**