Position Title: Director of Safety, Security, Risk & Transportation
Position Status: Exempt
Report to: Chief Executive Officer

Overview:
Mr. Greens has proudly grown into one of the largest privately-owned produce distributors in Florida. With deliveries 365-days a year, 7-days a week and multiple runs per day, Mr. Greens has set the gold standard for service. Mr. Greens serves a large variety of clients, including restaurants, hotels, country clubs, caterers, grocery stores and retail outlets. The company currently has three facilities but is looking to increase the number of facilities in the future.

Summary:
The Risk Management & Safety Director will lead company-wide Environmental, Health, Safety, and Fleet Safety programs with an heavy emphasis on transportation safety. This position will lead the planning, developing, implementing & organization of the Corporate Environmental, Health & Safety Program & related components. This will also include responsibility for sustained excellence around program-related activities including conducting employee Environmental Health and Safety Compliance Training, Safety Committee Meetings, Incident Investigations, Operational Leadership Coaching, Job Hazard Analysis & Site Safety Inspections as needed throughout the entire organization. The Director will also assist in the awareness and effective utilization of all safety technology and monitoring results. Regular site visits and field operational interaction to ensure compliance with regulatory and safety requirements will be required.

Accountabilities:

- Lead cultural change within the business to ensure continuous health and safety improvement.
- Implement and maintain programs, policies and procedures to ensure full compliance with company and governmental QHSE requirements.
- Establish, update, implement and manage a comprehensive safety program.
- Administer a uniform record keeping system that complies with DOT regulations and C&S standards.
- Create a Safety Committee and organize all Safety Committee meetings
- Assist the Transportation Managers and HR Managers with the screening, interviewing, selection and training of new drivers; ensure the appropriate background checks have been completed.
- Investigate accidents for both OTR and Work safe accidents.
• Ensure and verify that appropriate drug screening is done on each type of accident. In the case of a potentially significant liability accident, you will be the employee at the scene to ensure proper procedures are followed, reports are completed, and the proper notifications are done in a timely manner.
• Serve as the Chairperson on the accident review committees for OTR accidents.
• Ensure that OTR accidents are reviewed on a timely basis
• Ensure that all trucks have the proper paperwork to meet Federal, State and Local regulations.
• Verify the annual MVR record checks on each driver and be certain a follow-up is completed on any exceptions.
  • Respond as needed to emergency MVA situations to include “On Site” assistance. Oversight and case management of MVAs including investigations and classifications regarding preventability and disciplines.
• Record and communicate to any customer / vendor, any unsafe conditions in or around their physical pick up or delivery locations.
• Assist in the development of training tools; use these tools to re-certify drivers or re-train those who require training follow up.
• Develop a professional relationship with the authorities and agencies that we operate under, ie. DOT, State Police, American Trucking Association, DMV, etc.; participate in their meetings when applicable.
• Develop and recognize drivers with exceptional safety records through coordinating safety banquets, truck driving rodeos, etc.
• safety and loss control programs to control programs to control or eliminate occupational injuries and illnesses in the workplace and ensure compliance with federal, state and local regulations
• Continually coaching company wide team members, supervisors and management on issues related to safety policies and procedures.
• Inspect facilities to determine existing or potential hazards and determine corrective or preventative measures where applicable and follow up to ensure measures have been implemented
• Provide technical and regulatory expertise and advisement based on knowledge of FMCSA, DOT, State, Local and other pertinent regulations to assist staff and company facilities in the solution of Fleet safety related issues. Includes oversight for maintaining the MVA accident register, MCS
150, MCS 90, D&A Clearinghouse and MIS (Management Information System) reporting requirements to the USDOT. Develop responses and action plans to USDOT interventions and safety audits as needed.

- Responsible for all regulatory compliance and OSHA/EPA reporting and related record keeping
- Create and monitor strong processes for managing work-related injuries and accidents
- Assist in overseeing claims processes and procedures
- Conduct incident investigations to understand root causes.
- Prepare and maintain required QHSE records and reports.
- Lead auditor and facilitator of Quality performance improvements
- Audit company facilities and workforce in the assigned region
- Keep abreast of current QHSE industry trends, new legislative impacts and customer requirements.
- Develop and facilitate project HSE risk assessments (e.g. HAZID, safety cases).
- Communicate lessons learned from incident or other opportunities for improvement by performing or facilitating.
- Coordinate and conduct various internal DOTauditing processes to ensure compliance with both internal and external regulatory standards, policies, and procedures.
- Maintain active involvement in reducing company Auto Liability exposures by engagement in meetings, providing documentation for claims and litigation, provide expert testimony, and assist the Occ. Health Nurse/Third Party Administrator in effectively managing all open auto liability claims.
- Serve as a resource/consultant to staff and field management regarding the development of new capital projects to ensure that fleet safety and security standards are met. Provide impute into vehicle specifications for enhancing driver safety. Champion and/or assist corporate initiatives and campaigns for fleet safety processes and technologies/new equipment, i.e. DriveCam®, ELDs, Collision Avoidance, Cell Phone Blocking, Third Party Administrators, Consortiums, etc.

**Required Skills**

- Able to meet multiple individual and team deadlines in a fast paced, changing, dynamic work environment with changing priorities
- Strong interpersonal, verbal and written communication skills with the ability to interact with team members at all levels
- Plan, coordinate and multi-task with a high sense of urgency, confidentiality and follow through
- Strong communication, strategic, training and motivational management skills
- Excellent computer skills in MS office Suite

**Qualifications**

- Bachelor’s Degree
• 5 years of management experience (preferably in transportation industry)
• Warehouse experience is a must
• Knowledge of OSHA regulations
• Knowledge of DOT Regulations
• Knowledge of workers compensation regulations in FL
• Produce experience a plus

Physical Demands/ Work Environment

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

• This position works in an office environment and warehouse environment with low to loud noise levels.
• Individual sits for periods of time while operating a keyboard and communicating via telephone.
• May involve standing/walking as needed primarily on a level surface throughout the day.
• May include lifting things up to 20 pounds, on occasion.

Interested Parties Should Contact

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