

**We're hiring!**

**Seeking talented team members to join our ALBD family!**

---

**Job Title:** Safety Manager

**Position Type:** Full-Time

**Who We Are:**

Since 2006, ALBD Electric & Cable has provided the highest-quality commercial and residential electrical installation, service and maintenance. We take pride in our 100% self-performance capabilities consisting of underground, ground-up, design-build, construction, tenant-improvements, and much more. ALBD's multi-faceted specialties and reputation have awarded our teams exciting projects with leaders in a wide array of industries.

We are not your average electrical contracting company. We are more than that. There is a cultivated family environment here at ALBD created by our ownership then nurtured by our leadership team. Many of our employees have been with us since inception and all our employees are inspired by the opportunity for further development, training, and advancement.

**Job Summary:**

A Safety Manager is responsible for updating policies to create and maintain a safe and healthy work environment. As a safety manager, you must have excellent attention to detail and ability to identify and discover opportunities for improving conditions and execute various safety programs. The goal is to ensure our ALBD staff has the best opportunities for success in the safest, healthiest environments while ALBD complies with health and safety standards and laws. This narrative and list below are a general description of work performed by this position. There is potential for additional duties and responsibilities in support of business needs.

**Responsibilities:**

Quality Assurance:

- Must have previous experience in managing and enforcing Quality Assurance/Quality Control program for an Electrical Contracting company.
- Promote quality awareness throughout the organization, emphasizing excellence, continuous improvement and corrective action to influence the overall success of company business.
- Collaborate with project manager(s) and superintendent(s) to create, enforce and document all project required standard operating procedures.
- Interpret, understand, and communicate all project specific Quality Assurance/Quality Control requirements. Create, maintain, and manage all necessary documentation accordingly.
- Perform frequent audits of all work areas and jobsites in various locations and counties.
- Provide safety expertise in response to all identified areas for improvement and requests for safety assistance.
- Develop and implement safety program, procedures, and measures to ensure quality of work and material across the company are consistent, in compliance with regulatory requirements, and prevent occurrence and/or recurrence.
- Provide corrective actions on-the-spot for installation and material issues.
- Track and Adjust project schedules as appropriate.

*Con't on next page)*

*ALBD is an Equal Opportunity Employer and committed to workforce diversity.*

*Qualified applicants will receive consideration without regard to age, race, religion, sex, sexual orientation or national origin.*

**Safety:**

- Perform thorough investigations of any incidents or accidents and determine appropriate course of action.
- Prepare professional reports, including incident and accident reports.
- Conduct safety briefings.
- Research and be well-versed in safety protocols and act as company's subject matter expert.
- Implement safe work practices and have the ability to answer safety questions and concerns for all safety related matters.
- Resolve safety issues and provide emergency response which may arise from employees, clients, and project partners.
- Prepare work orders and follow-up with process improvements, tool replacement(s), etc.
- Organize and conduct safety training and any appropriate testing and record keeping for employees, including those in the field (Injury & Illness Prevention Programs, Lockout/Tagout, ISNetwork, etc.).
- Maintain and update, as necessary, comprehensive training literature.
- Manage compliance programs (i.e. Injury & Illness Prevention Programs, Lockout/Tagout, ISNetwork, etc.).
- Participate and conduct new hire safety orientation.
- Conducts training to the field team.
- Coordinate with in-house staff to ensure all protective and safety equipment is procured and available for employees, as necessary.

**Requirements, Education, Skills and Experience:**

- Bachelor's degree in Electrical Engineering, Construction Management, Occupational Safety & Health or related field (preferred)
- 15 years or more in the electrical field (Journeyman, Foreman, Superintendent, Project Manager)
- 7 years or more in a management position
- Minimum 2 years of safety construction experience (preferred)
- OSHA 30 Construction Certification required
- OSHA Certified Master - 500, 501, 510, 511
- State Electrical Certification or Contractor Certification (preferred)
- CPR – First Aid Certification (preferred)
- A proven track record of exceptional organizational skills, planning, and overall time management skills
- Exceptional verbal and written communication
- Bi-lingual- English/Spanish (Preferred)

**Benefits:**

- Competitive Compensation Packages
- Medical, Dental, Vision, Voluntary Insurance and 401K with 3% match
- *And, ask about our Referral Incentive Program!*

**Are you interested in being part of our ALBD family?**  
**Please submit your application and/or resume to: [humanresources@albdinc.com](mailto:humanresources@albdinc.com)**  
**or call our Human Resources Department @ 714.683.2030**