



MENDOCINO FOREST PRODUCTS COMPANY, LLC

Position Title: EHS Technician (Seasonal)
Work Location: Ukiah Sawmill

SUMMARY

Assist the EHS department with various tasks related to managing environment, health and safety in the workplace.

ESSENTIAL DUTIES AND RESPONSIBILITIES include, but are not limited to the following. Other duties may be assigned.

- Assists with compliance related tasks associated with workplace environment, health and safety;
- May work with Director or designee to review workplace environments, equipment and practices to ensure compliance with safety standards, Company policies and provide observations for updates or corrections;
- Works with Manager to coordinate Hazardous Waste program inspections and recordkeeping in accordance with Company, federal and state requirements;
- May perform storm and ground water data collection. Reports data as applicable for multiple locations;
- Identifies and maintains location specific safety data sheets (SDS) and compiles lists of chemicals at Company facilities;
 - Updates data base information to comply with annual SDS review or as directed;
 - Maintains lists of location chemicals;
 - May update SDS at locations;
- Assists with action items necessary to complete and update safety programs in alignment with Company, state and or federal laws and standards;
- Contributes to administration of incident reporting and facilitating emergency response preparedness;
- Updates safety training records in compliance with Company, federal and state mandated training;
- Works to ensure materials are available (spill response kits marked and comply with state law requirements), maintain inventory and develop a kit location map;
- Assists in development and implementation of "safe pedestrian" walkway policies, and procedures.

EDUCATION and/or EXPERIENCE

Bachelor's degree or course work toward a Bachelor's degree from four-year college or university in Safety Science or related field; or high school diploma with two months related experience and/or training; or equivalent combination of education and experience, including familiarity of OSHA/CalOSHA regulations.

Must maintain and carry a valid California driver license and remain eligible and capable of operating company vehicles including automobiles and trucks in accordance with company policy guidelines. With appropriate training, an individual must be capable of safely and effectively operating (run, maneuver, navigate and drive in various types of territory) all terrain vehicles in accordance with company guidelines.

TRAVEL REQUIREMENTS

The travel requirements described here are representative of those an employee encounters while performing the essential functions of this position. Position travels locally, usually within 150 miles one way, including travel between other company locations up to 75% of the time.

COMPUTER SKILLS

To perform this position successfully, this individual must have a working knowledge of Microsoft Office Suite including; Word, Excel, Power Point, Access and Outlook.

APPLICATION PROCESS

Interested applicants should email a cover letter with resume including salary history to Jackie Adams at jadams@hrcllc.com.