



Position: Safety, Training, and Continuous Improvement Director

Headquarters: Candor, North Carolina

Territory: Aberdeen Carolina & Western Railway

Tour of Duty: Non-standard hours that vary in length and schedule; may include variable shifts, night shifts, weekends and holidays.

Probationary Period: 90 days

Responsibilities/Essential Functions: The coordinator is key to driving exceptional safety, regulatory, environmental, and operational performance. You will have the opportunity to establish processes and programs around safety that will support our company's goal that every personal injury is preventable, trainable, and that we demonstrate operational excellence.

Job Duties & Responsibilities:

- Work with field supervision to assess and document work practices to ensure ACWR policies and procedures are supported by management and practiced by employees. Follow up and assist with corrective action process to ensure hazards are effectively eliminated and/or controlled in support of our safe production culture.
- Stay up to date on safety regulations specific to each railroad and attend associated trainings and/or conferences.
- Regularly coordinates meetings to communicate safety expectations and goals to employees
- Conducts and documents regular field safety observations and training
- Leads site safety program and trains employees on execution of the program
- Mentors, coaches, and councils' employees to correct at risks behaviors and reports findings
- Leads formal Root Cause Investigations and produces written reports with findings and recommended corrective actions
- Ensures employees take their annual physicals, safety council training and that other regulatory requirements are satisfied
- Track employee's trainings/certifications and when they expire; ensure our training requirements are efficiently maintained.

- Coordinate and conduct ACWR new hire orientation and other safety-related training as needed in accordance with ACWR policies and procedures.
- Develop accident prevention plans for projects; walk through job hazard analysis.
- Ensure a proactive approach to safety by communicating safety-related issues through monthly and weekly safety updates, memos, and staff meetings.
- Investigate serious incidents of loss in conjunction with management/staff to determine root causes and necessary corrective action to prevent re-occurrence in accordance with Kraemer's incident analysis and reporting program.
- Integrate behavioral based safety practices and assist in providing leadership for the safe production culture.
- Work with the Risk Analyst, Safety Director, other Safety Managers, and Project Managers to facilitate Kraemer incident analysis and reporting, medical case management, and crisis management programs.
- Assist in the compliance and administration of the company drug and alcohol policy.
- Assist with lean and continuous improvement initiatives
- Assist with project management of shop facility and maintenance of way
- Assist with other special projects as needed

Preferred Job Qualifications:

- Leadership experience in a safety, training or operations role
- Safety experience and understanding in industry
- Experience in formal incident investigation and OSHA regulations
- Exceptional communication skills, such as the ability to effectively communicate information to team in a classroom and field environment
- Proficient skills in MS Word, Excel and PowerPoint
- Great organizational skills
- Great relationship building skills
- Excellent team player attitude
- Lean/Six Sigma is a plus
- Project management and project planning critical

Minimum Job Qualifications:

- 18 years or older and legally able to work in the U.S.
- Must have a valid Driver's License
- Stable work history with good references from past employers
- Pass a drug and alcohol, physical, and background checks
- Speak fluent English