



Job Description

Farrar Safety Coordinator

Reporting Relationships

Position Reports to: Executive Vice President/COO

Positions Supervised: None

Position Summary

To perform this job successfully, an individual must be able to perform each Primary Responsibility satisfactorily. Reasonable accommodations may be made to enable qualified individual with disabilities to perform the essential functions. This position will support and promote safety in all Farrar facilities; our foundry and machine shop in Norwich, KS and our machine shop and heat treat facility in Manhattan, KS. In addition, this position will provide oversight and direction for the Farrar environmental program. This position can be located in either Norwich, KS or Manhattan, KS, with preference given to Norwich, KS.

Primary Responsibilities

- Responsible for the promotion of an exceptionally safe environment with the operations teams in all Farrar Facilities and on all shifts of production.
- Assists in the resolution of safety issues
- Assist in the investigation of injuries in order to determine the cause and take affirmative action toward preventing recurrence.
- Submits a monthly report on safety activities, recommendations, and trainings
- Minimum of monthly travel between locations/facilities for Safety support, audits and meetings
- Ensure fire extinguishers and first aid supplies are kept onsite, stocked/charged, and ready to use
- Performs safety orientation for new employees, selection and use of PPE, safety tours
- Evaluation of PPE for use within Farrar and provides recommendation on proper PPE
- Orders and maintains PPE inventory at JIT levels
- Creates a curriculum of safety training, tool box talks and holds such training and talks
- Creates and supports the safety program and environment necessary for Farrar to achieve SHARP certification
- Promotes enhanced performance and provides safety training by offering coaching, mentoring and training to Farrar personnel.

- Responsible for the coordination of inspections and recommendations for safe use when new equipment, substances, or processes are introduced as well as when new or formerly indistinguishable hazards are discovered.
- Works through Supervisors/Management to enforce all of the company safety rules.
- Conduct Safety facility audits to correct out-of-compliance issues and issue's internal corrective action reports
- Conduct and lead the bi-weekly safety audits for each location
- Research accidents and determine what can be done to prevent them in the future
- Conduct forklift training and certification.
- Conduct monthly facility safety meetings and compliance reviews/audits.
- Create new safety training presentations and exercises.
- Other duties related to safety as assigned

Profile

- Hands-on learner, worker, and not afraid to be actively involved in a manufacturing environment
- Excellent oral and written communications skills
- Excellent listening skills and the ability to "hear the problem"
- Knowledgeable in OSHA and the CFR-1910
- Knowledgeable in the Federally recognized SHARP program
- Computer Skills - Medium to advanced computer skills required (especially Microsoft Office applications).
- Safety Awareness - Ability to identify and correct conditions that affect employee safety.
- Self-starter and motivated for continual improvement within the safety program and culture of Farrar
- Ability for some/minor flex scheduling to support second shifts in safety, PPE, etc

Qualifications and Skills

Education: Minimum of an Associate's Degree; preferably manufacturing related.

Certifications Desired:

Holder of a 10 hour or 30 hour OSHA training program
 Forklift Training
 Hazardous Materials
 Confined Space

"Farrar is an equal opportunity employer. All applicants will be considered for employment without attention to race, color, religion, sex, national origin, and veteran or disability status."

Please send resume to: Scott Case at Scott.Case@FarrarUSA.com