

WASHINGTON ELECTRIC COOPERATIVE, INC.

Safety and Environmental Specialist

POSITION OPENING

WEC was founded in 1939 to bring electricity to rural Vermont communities and to provide our members with a voice in their energy future. WEC continues today with that same spirit as our pioneering founders with a commitment to our environment, communities and our member-owners. We are a not for profit cooperative utility serving our member/owners in 41 towns in central Vermont's rural landscape.

WEC is seeking a highly motivated and enthusiastic individual to fill a key position in the organization. The Safety and Environmental Compliance Specialist is part of WEC's leadership team and is a non-union position. This position reports directly to the Director of Engineering & Operations.

General Summary of Job Responsibilities:

The Safety and Environmental Specialist establishes and promotes a safe, accident free, and healthy work environment by formulating general safety and environmental policies, procedures and programs that comply with local, state and federal Occupational Safety and Health Administration (OSHA) rules and regulations; coordinates and implements procedures for the reduction and disposal of hazardous waste materials and contaminated objects in compliance with local, state and federal rules and regulations; and assists in the purchase of all line materials.

Qualified applicants must possess at a minimum, an associate's degree in business administration or an occupational and health related field or 6 years' experience in a safety related position. Additional academic training in construction, supervision, human relations, labor relations, and basic management principles is also beneficial. The ideal applicant should have or must be able to acquire extensive familiarity with all federal and state safety and environmental compliance regulations and reporting requirements, Cooperative policies, safety rules and practices, including but not limited to APPA, NRECA, OSHA, VOSHA, IEEE and NESC. Should also be highly organized, proficient with Microsoft Office; inclusive of Excel, Word, and PowerPoint. Applicants should also be able to multi-task, maintain confidentiality, work independently, and with high degree of accuracy.

Courtesy in dealing with members, Board Directors, co-workers and others, adaptability and willingness to acquire new skills, professional attitude and interest in work, and attention to general work rules and safety procedures are essential characteristics of the ideal candidate.

Submit letter of interest to WEC's Human Resources Dept., c/o Cheryl Willette, Director of Finance & Administration, PO Box 8, East Montpelier, VT 05651.

WEC is an Equal Opportunity Provider and Employer.

Date of Posting: February 1, 2017

Annual Salary Range: \$61,020 - \$81,360 (depending upon experience and qualifications)

Days and Hours of Work: Monday – Friday

Anticipated Start Date: On or before March 15, 2017

Application Deadline: Applications will be accepted until the position is filled.