



## **OPEN POSITION: Safety Program Manager, Exempt/Salary, Regular, Full Time**

**Primary Purpose:** The Safety Manager implements and monitors our safety programs to uphold the company's safety culture. This position ensures compliance with regulatory entities and company's safety standards.

### **Sample of Essential Functions:**

1. Ensures company's compliance with all federal state and local laws, regulations and administrative practices affecting General Produce's safety procedures, such as Cal/OSHA and others.
2. Updates the Illness and Injury Prevention Program manual as needed.
3. With the assistance of the Director of Human Resources and Safety, staffs the Company's Safety Committee in accordance with OSHA Guidelines. This committee meets quarterly.
4. Conducts quarterly premise inspections according to Cal-OSHA requirements, coordinates repairs to facilities as needed with other staff and documents in writing
5. Coordinates the Safety Program components:
6. Monitors company premises for compliance with security and safety procedures by using cameras, planned and surprise visits to departments and shifts.
7. Monitors employees' safe practices through regular observations during shifts in various departments.
8. Serves as back up staff for the injured employee program (Workers Compensation).
9. Presents Safety portion at all Onboarding sessions.
10. Develops protocols/best practices for safe operation of our facility in a pandemic situation by consulting with CDC, Health Departments and other appropriate sources. Updates as necessary.
11. Executes return-to-work plan for employees who have been out on workers compensation leave for an extended period of time (videos, one-on-one training, conditioning).
12. Tracks, trains and certifies employees as forklift and pallet jack operators.

### **Qualifications:**

1. Working knowledge of Cal/OSHA regulations.
2. Ability to present information to groups.

### **Education and/or Experience:**

Bachelor's degree in related field with one-year experience working in safety. Equivalent experience may be substituted for formal education.

**Application Procedures:** Please submit application at <https://www.generalproduce.com/about/careers>  
Applications also available at General Produce Company, 1330 North B St., Sacramento, CA 95811.