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# EHS Manager

*Job Description*

Job Locations US-IL-Chicago

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## ID

2020-6110

## # of Openings

1

## Category

Safety

## Company

Flex-N-Gate Chicago, LLC

## Overview

Flex-N-Gate is a leading manufacturer and supplier of components for the automotive industry, recently ranked 10<sup>th</sup> of the 150 Top North American Suppliers in *Automotive News*. A growing and vital company, Flex-N-Gate provides a great opportunity for hard-working and skilled individuals.

## Scope of the Position

The Environmental Health & Safety Manager develops, implements and maintains all Environmental, Health and Safety programs for the facility to ensure a safe, healthy and accident-free work environment by performing personally or through direct reports.

## Responsibilities

- Responsible for environmental management training, job site inspections and reporting



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- Acts as Environmental Management Representative (EMR) with issues relating to ISO 14001 elements
  - Perform job site environmental compliance inspections including hazard communication, chemical labeling, waste management, spill prevention and storm water pollution prevention through written reports and recommendations
  - Responsible for monitoring adherence to the company environmental management program by all Flex-N-Gate employees and subcontractors
  - Coordinates emergency response teams on all shifts at facility
  - Research, plan, organize and conduct training programs/seminars for Flex-N-Gate supervisors and field employees, with regard to environmental regulatory compliance.
  - Coordinate the activities of other environmental compliance personnel within one or more divisions and departments, if appropriate
  - Plan, design, develop, implement, and evaluate departmental environmental management programs
  - Handles all environmental testing, recordkeeping and submission of reports to local, state or provincial and federal regulators
  - Provide advice and counsel to management and other employee groups in the application of effective environmental programs and procedures
  - Design environmental management standards to conform to industry standards and federal, state or provincial and local regulations
  - Develop and implement complex environmental programs by inspecting or reviewing areas, equipment, processes, and work activities with a focus on continuous improvement of Environmental Management Systems
  - Coordinate inspections, investigations, and environmental management activities with departments
  - Research environmental management information to assure the best available methods and equipment are adopted to minimize the hazards in the work place



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- Advise on improvements in tracking and reporting procedures
  - Lead and/or participate on teams with environmental, technical, management, and other team members
  - Periodically act as a team leader to special task forces or teams
  - Provides direction and/or guidance to less experienced environmental personnel, supervises direct or indirect associates in the department
  - Follows ISO 14001 requirements per standard
  - Maintain up-to-date environmental regulatory knowledge and stay current with industry trends and best practices
  - The incumbent is responsible for the awareness, understanding, specific responsibilities and management of the Environmental Management System (EMS) as stated in EMS policy CEVPL.00005.

## **Qualifications**

- University Bachelor's Degree in environmental management, health & safety or related field
- Five years environmental management work experience in a manufacturing environment
- Maintain current waste water and storm water certifications
- Thorough knowledge and understanding of environmental regulations, compliance and reporting
- Thorough understanding of ISO 14001 standard requirements
- Strong organizational skills
- Strong communication skills (both verbal and written)
- Proficiency with database applications and administration systems, specifically Microsoft Office



- Ability to work effectively alone and prioritize
- Must be a highly motivated, service and team-oriented individual with an attention to detail
- Strong analytical ability
- Supervisory and interpersonal skills are required
- Troubleshooting ability is required
- Strong decision making and problem solving skills
- Proven good presentation skills
- Ability to manage & prioritize multiple projects
- Detail orientated

## **Benefits**

ÉMedical, dental, prescription, vision, life and disability insurance; and a flexible spending account

É401(k) retirement savings plan with company match

ÉExtensive safety training, new hire orientation, continuous learning and development programs and tuition reimbursement

ÉPaid holidays and vacation time

Flex-N-Gate is an equal opportunity employer.

EOE/Minorities/Females/Veterans/Disabled.