



Mendocino Forest Products Company, LLC

**POSITION TITLE:** Director, Environmental and Safety  
**WORK LOCATION:** Ukiah, CA

#### **SUMMARY**

Develop, implement, and monitor environmental and safety compliance programs as well as policies and practices to ensure regulation compliance for businesses in CA, WA, OR, HI, CO.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include, but are not limited to the following. Additional duties will be assigned.

- Develop environmental and safety policies, procedures, and programs in compliance with local, state, and federal rules and regulations, and act as company resource/partner/facilitator in the implementation of environmental policies, procedures, and programs
- Provide regulatory and technical assistance to senior executives, Asset Management team, site management/supervisors
- Plan/coordinate/facilitate programs to train managers and employees in work site environmental practices
- Develop and coordinate project plans for environmental issue identification; risk analysis; remediation Communicate changes and progress ensuring timely completion of projects
- Establish and oversee environmental record keeping requirements, environmental sampling activities, waste profiling and disposal activities
- Establish processes for environmental permit applications for air quality, water quality, and hazardous waste
- Monitor employee exposure to safety and environmental hazards; provide professional recommendations to resolve or reduce while meeting all governmental and insurance industry requirements
- Inspect organization facilities to detect existing or potential environmental hazards, determine corrective or preventative measures where indicated, and follow up to ensure measures have been implemented
- Oversee all aspects of a Behavior Based Safety Program an Injury and Illness Prevention Program (IIPP)
- Inspect organization facilities to detect existing or potential accident and health hazards, determine corrective or preventative measures as needed and track to ensure that measures are implemented

#### **SUPERVISORY RESPONSIBILITIES**

Directly responsible for Environmental Health and Safety department and employees.

#### **EDUCATION AND/OR EXPERIENCE**

Bachelor of Science degree preferably in Environmental or Natural Resources and a minimum of five years related experience and/or training; or equivalent combination of education and experience.

Solid knowledge of Clean Water and Air Act, Resource Conservation and Recovery Act, Emergency Planning and Community Right-to-Know Act among other Federal, State and local regulations. Knowledge of OSHA regulations and policies pertaining to manufacturing and transportation. Strong knowledge of Microsoft Office Suite (Word, Excel, Outlook, and PowerPoint).

#### **TRAVEL**

This position has a travel requirement of up to 50% of a local nature and/or up to 25% by air.

#### **APPLICATION PROCESS**

Interested applicants should submit a letter of interest and a current resume with salary history to [recruiter3@hrllc.com](mailto:recruiter3@hrllc.com).

We offer a competitive compensation package, including medical, dental, life, disability, pretax flexible spending account, 401K, EAP, vacation, paid holidays and a discretionary bonus program.

MENDOCINO FOREST PRODUCTS COMPANY, LLC DOES NOT ACCEPT UNSOLICITED RESUMES/APPLICATIONS.  
MENDOCINO FOREST PRODUCTS COMPANY, LLC IS AN EQUAL OPPORTUNITY EMPLOYER / ADA / DRUG FREE WORKPLACE.