



HSE & DOT Advisor – Houston, TX

Certarus Ltd (“Certarus”), a leader in the delivery of natural gas fuel, has an opening for an HSE & DOT Advisor to join their team in Houston, TX. Certarus is a private company with a focus on operations in the USA and Canada. For more info visit www.certarus.com.

Summary

The HSE & DOT Advisor supports the health, safety and environmental activities for the Company by providing technical, operational and administrative support of the Company’s HSE Management System across our US operations. The position is based primarily in the Houston corporate office but will require regular travel to other Certarus and client locations in the USA, including office and field settings. The position reports directly to the HSE & Transportation Manager.

Job Description

- Serve as technical expert on matters relating to OSHA, DOT, FMCSA and other regulators
- Support adherence to company policies and regulations governing Certarus operations
- Work closely with Regional Operations Managers on design, implementation and maintenance of HSE & DOT policies and procedures
- Serve as key member of the Joint Health & Safety Committee
- Provide support and guidance to US Operations personnel
- Conduct regular field audits of Certarus facilities and client site operations
- Develop and implement employee training programs and track completion records
- Support corporate and site level safety meetings
- Lead HSE & DOT new client prequalification meetings and audits from existing clients
- Coordinate all US vehicle registrations and permitting
- Track and report statistics related to HSE & DOT compliance performance
- Support and lead incident investigations and report writing
- Assist hiring managers with employee onboarding, documentation and recordkeeping
- Advise Management of HSE & DOT compliance concerns
- Develop and update HSE & DOT policies under the guidance of the Manager
- Work on special projects under the guidance of the Manager

Requirements

- Strong knowledge of OSHA regulations
- Strong knowledge FMCSA & DOT regulations
- Bachelor’s Degree and/or relevant designations an asset
- Minimum 5 years in an HSE & DOT compliance role
- Experience drafting HSE & DOT policies and procedures
- Self-starter capable of working under minimal supervision
- Demonstrated organizational skills
- Excellent written and verbal communication skills
- Proficient in MS Office with an aptitude to learn new computer programs quickly

Certarus offers a competitive compensation package and the ability to join a dynamic growing company within the oil & gas sector.

Please send resume and cover letter to: careers@certarus.com.