

## **JOB TITLE: SR. EHS SPECIALIST**

List Lab's mission is to "harness bacteria's potential for a healthier world." We are a premier contract development and manufacturing organization for bacterial derived products for early clinical trials including live biotherapeutic products derived from the rapidly growing microbiome field. Live biotherapeutic products, an exciting new therapeutic, are a novel approach to disease treatment and have significant potential to improve patient lives. List Labs also specializes in the production of both native and recombinant bacterial proteins and toxins used for research and development.

List Labs offers a dynamic and congenial company environment and the convenience of working in the South Bay Area.

We are seeking a talented and motivated Sr. EHS Specialist who will be responsible for providing oversight for safety and environmental compliance in a biological manufacturing facility. The Sr. EHS Specialist will play a key role in driving engagement in a safety culture; coordinating and conducting safety audits, safety inspections, compliance audits, Job Safety Analysis, risk assessments, root cause investigations and effect counter-measures. The Sr. EHS Specialist will work directly with key stakeholders to identify solutions to EHS issues/challenges while driving continuous improvement in safety. Safety training programs will be utilized to protect workers and educates employees on how to prevent health problems. The Sr. EHS Specialist will have knowledge of and enforce compliance to regulatory requirements (i.e. OSHA, Cal OSHA, EPA, CDC, etc.) and have specialized training in relevant biological safety disciplines.

## **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Responsible for company biological safety program
- Implement and monitor Environment, Health, Safety (EHS) policies, procedures, and industry best practices
- Responsible for the implementation and monitoring of federal, state, and local regulations for compliance and effectiveness
- Familiarity with regulations and interactions with various county, state, and federal agencies including CERS, EPA, CalOSHA, CDC, and others
- Conduct routine inspections to mitigate any health and safety regulatory issues and concerns
- Training and experience in incident command, emergency response, HAZMAT, first aid or other relevant topics
- Ensure appropriate risk assessments are conducted and corrective actions implemented to minimize or eliminate injuries and environmental impact while providing timely, valuable, and cost-effective solutions
- Write, implement, and manage HSE Programs, Policies and Procedures
- Maintain OSHA and other recordkeeping requirements

- Partner with Human Resources to file incident reports, following up on restrictions and determining light duty/accommodations as necessary
- Lead the Safety Committee to ensure meetings are held quarterly, agenda and minutes are prepared and circulated and follow open items to conclusion
- Review and report on incident data to identify and implement incident prevention initiatives, and monitor EHS performance in partnership with company leaders
- Drive implementation of laboratory biosafety, biological safety, chemical safety, and emergency preparedness and response
- Write compliance reviews, risk assessments, including for chemicals and bacterial strains
- Coordinate Safety Data Sheet Program (SDS)
- Effectively manage personal protective equipment (PPE) program components, including but not limited to selection, procurement, and onsite service coordination
- Coordinate and deliver Health and Safety training for all employees maintaining records and ensuring compliance with regulatory requirements. Work with Safety Committee to improve training materials and effectiveness
- Investigate and evaluate root causes for occupational injuries/illnesses, incidents and near misses and maintain relevant data for driving strategic program decisions
- Coordinate hazardous chemical and medical waste management.
- Maintain CERS web site for HMBP, including facility/company info, HMIS, emergency and training plans
- Perform hazardous chemical inventory and prepare HMIS for CERS
- Act as the Emergency Response Coordinator, Incident Investigator, and Respirator Fit and Training Coordinator
- Oversee Hazardous Waste Storage area and ensure regulatory agency compliance i.e. labeling, containment, proper disposal, documentation, etc.
- Liaison to waste water discharge regulators, document events
- Manage safety related government inspections
- Obtain and maintain all EHS related permits

## **QUALIFICATION AND EXPERIENCE**

- Bachelor's degree in Occupational Safety, Environmental/Health Science or closely related scientific degree, such as biology, chemistry, or engineering
- A Registered Biological Safety Professional or Certified Biological Safety Professional is preferred.
- 5+ years of safety and environmental experience required

## **KNOWLEDGE, SKILLS AND ABILITIES**

- Knowledge of Biosafety in Microbiology and Biomedical Laboratories
- Demonstrated strong interpersonal skills and can establish and foster continued employee trust
- Technical writing, excellent interpersonal and communication skills and computer literacy are required
- Ability to analyze and evaluate option, solutions, and exercise judgement in making sound decisions
- Able to work independently with little or no direction, being the subject matter expert for the Company
- Thorough knowledge and interpretation of Federal and California safety and environmental regulations
- Ability to facilitate meetings, perform multiple tasks simultaneously and handle emergency situations
- Solid computer capabilities including Microsoft Word, Excel, PowerPoint, and Outlook
- Knowledge of GMP and GLP is a plus