

Workplace Safety Coordinator

Lacombe Campus

Job Announcement

Northshore Technical Community College is accepting applications for a full-time, temporary, unclassified position. This position will work a minimum of 30 hours per week; possibly between the hours of 3pm – 9pm; however, must be able to work mornings and afternoons when needed.

Applications will be accepted until position is filled, with preference being given to those received on or before July 17, 2017. All applicants are subject to a background check.

Salary: \$15.00 per hr.

Job Description can be viewed [here](#)

QUALIFICATIONS

Required: Bachelor's Degree with three (3) years related experience in Public Safety or Occupational Health and Safety and Workplace Safety environment OR High School diploma and five (5) years' experience in Public Safety or Occupational Health and Safety and Workplace Safety environment. Demonstrated ability to work in MS Office Suite. Demonstrated analytical skills with the ability to successfully perform independent in-depth analysis and report writing. The incumbent must possess excellent verbal and written communication skills.

Preferred: A Diploma, Degree or Certificate in Occupational Health and Safety from a postsecondary institution or equivalent is an asset.

Please submit: **(1)** a letter of application, **(2)** a resume and **(3)** official transcript to:

Attention: Hiring Manager
Northshore Technical Community College
65556 Centerpoint Boulevard
Lacombe, LA 70445
Telephone number: 985-545-1217
Fax number: 985-214-4402
Email: owensmith1@northshorecollege.edu or hr@northshorecollege.edu

Northshore Technical Community College is an Equal Opportunity Employer

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, this Educational Agency upholds the following policy: Northshore Technical Community College campuses assure equal opportunity for all qualified persons without regard to race, religion, sex, national origin, age, handicap, marital status or veteran's status in admission to, participation in, or employment in the program and activities of this system. Each campus welcomes handicapped individuals and has made buildings accessible to them.