



Environmental, Health and Safety (EHS) Manager Hawaii

Job Category: Management

Requisition Number: ENVIR005153

[NSF's NOIRLab EHS Manager Hawai'i](#)

Posting Details

Posted: March 7, 2025

- Full-Time
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- Locations
- Hilo, HI, USA

Job Details

Description

The NSF NOIRLab is the preeminent US national center for ground-based, nighttime optical and infrared astronomy. NOIRLab is a Federally Funded Research and Development Center (FFRDC) which operates as a matrix organization, providing services across a range of programs: Gemini, Rubin, MSO (CTIO and KPNO), and CSDC; with facilities in three geographic locations: Arizona, Chile and Hawai'i. The mission of NOIRLab is to enable breakthrough discoveries in astrophysics by developing and operating state-of-the-art ground-based observatories and providing data products and services.

General Description of Position:

Responsible for the development, management, and oversight of the safety, security, health, and environmental programs for the NOIRLab staff, facilities, locations and programs in



Hawai'i in accordance with company policy and governmental requirements. The EHS Manager reports directly to the EHS Director and works closely with the Hawai'i Associate Director, managers, systems engineers, local engineers, technical staff, administrative staff, and contractors in the implementation and verification of the EHS programs and plans. The EHS Manager has the authority and responsibility to bring any matter of safety and security directly to the EHS Director and the NOIRLab Director as appropriate.

Essential Functions:

- As a member of the global EHS Leadership team, work closely with Chile and Arizona staff to develop, standardize and manage policies, standards, procedures, and practices for the environmental, safety, health and security of all NOIRLab staff, facilities, operations and programs
- Supervises and directs the work of the site safety professionals to develop and manage policies, standards, procedures, and practices for the safety, security, health, and the environment. Areas include facility security (security systems, security guard oversight, incident investigation); vehicle fleet safety program (CDL management, coordination with insurance on driver status and training).
- Interpret and advise management of local, state, and federal laws, regulations, codes, standards and best practices, affecting the operations of the facilities; including, but not limited to Occupational Safety and Health Administration (OSHA), Hawaii Occupational Safety and Health (HIOSH), Department of Health (DOH), Department of Transportation (DOT), Environmental Protection Agency (EPA), National Fire Protection Association (NFPA), public safety laws, workers compensation and general liability insurance. Ensure necessary reporting requirements are met regarding risk management, safety, workers compensation, security, and environmental compliance.
- Conducts, coordinates and/or delegates site inspections, audits, investigations, consultation, and analysis to verify compliance with the above noted regulations, standards, best practices and company policies. Maintain action plans to ensure preventative and corrective measures are completed within approved timelines.
- Conducts, develops, reviews, and provides advisement on the integration of EHS systems and EHS safety requirements in design hazard analysis processes, procedures and policies, contractor safety plans, preparation operations Job Hazard Analyses, and other documentation, systems, and procedures.
- Anticipates, identifies and evaluates hazardous conditions and practices.
- Provides, facilitates and monitors required employee and contractor training and maintenance of records.
- Develops, and monitors budget in area of responsibility.



- Partners with AURA CAS Procurement for purchasing including sourcing vendors, creating specifications and requisitions, providing justifications, reviewing quotations and coordinating work of EHS services provide by third party vendors.
- Works with the Laser Safety Officer(s) to ensure compliance with American National Standards Institute (NSI), Laser Institute of America (LIA), Federal Aviation Administration (FAA), and Department of Defense (DOD) regulations and local Standards.
- Supervises the maintenance of hazardous materials inventories and Safety Data Sheets (SDS) database. Develops relevant training and compliance program, as to the proper handling, use, storage and transportation of these materials, in order to comply with all laws and regulations. Monitors the effectiveness of this program, implementing action plans where necessary.
- Develops and lead the efforts to coordinate local emergency response plans.
- Manage Worker's Compensation claims in area of responsibility to ensure that injured employees receive their proper benefits as well as to protect company interests including providing the first report of injury to the insurance company and regulatory authorities (if required) and coordinating efforts with regulatory authorities, insurance claims adjusters, Human Resources team, and others.
- Maintains a close working relationship with the Human Resources team in matters relating to employee safety specific disciplinary actions, as well as health and general safety, workers compensation, industrial leaves of absence, physical requirement evaluations, etc.
- Must maintain confidential information and records in accordance with regulations, company policy, and good judgment.
- All AURA employees are responsible for the proper management and control of all AURA property within their work area, whether assigned to them or someone else. This responsibility includes reporting any known missing, stolen, or non-working property in their work area to their supervisor or the AURA Property Officer.
- Responsible for ensuring compliance with government award terms and conditions assigned to this position or subordinates of this position.

Other Functions:

- Other duties as assigned

Required Education/Experience/Skills/Abilities:

- Bachelor's degree in Environmental, Health and Safety, Emergency Management or relevant field.
- 10 years' experience in field safety with three to five years as a Safety Coordinator or Safety Leader



- 3 years' experience supervising or managing direct reports
- Knowledge of EHS principles, safety and security system implementation and auditing, risk management practices, and engineering principles, especially structural or mechanical.
- Knowledge of Federal, State and local regulations, codes and standards pertaining to occupational safety and health, environmental hazardous waste regulations and emergency planning.
- Laser Safety Officer certification or ability to obtain within 12 months of hire.
- Excellent written and verbal communication skills including outstanding presentation and training skills.
- Exceptional interpersonal skills including the ability to effectively interact with company senior management, and all levels of local management and staff, legal counsel, insurance carriers, physicians, governmental agencies, vendors, contractors and others in carrying out responsibilities of the position.
- Ability to make independent, and often time expedient decisions, involving safety conditions, regulations, applicable international law, workers compensation cases, security, environmental and other regulatory and legislative matters.
- Ability to develop lesson plans and deliver effective and appropriate training as well as evaluate safety and security training materials and programs.
- Proficiency in Word, Excel, PowerPoint, Access or similar software and multimedia and standard office equipment
- Must possess a current, clean, and valid driver's license as required by local laws.
- Ability to drive mountain, dirt and gravel roads.

Preferred Education/Experience/Skills/Abilities:

- Certified Safety Professional (CSP) or comparable.
- Bachelor's degree or higher in Safety/EHS or Engineering.
- Up to date CPR / first aid, first responder, and Automated External Defibrillators (AED) certification.
- Emergency Medical Technician (EMT) current certification (may be required depending on assignment).

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.



- While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel; and talk; or hear.
- The employee is occasionally required to stand; walk; reach with hands and arms and stoop; kneel; crouch; or crawl.
- The employee must regularly lift and /or move up to 10 pounds and occasionally lift and/or move up to 25 pounds.
- Specific vision abilities required by this job include close vision, depth perception and ability to adjust focus.
- Must possess - sufficient mobility, strength, or dexterity in both arms and hands and both legs to a) reach upward, sideways, downward to work with paper files; b) sufficient mobility and dexterity to utilize computer systems, fax machines, copiers, and other office machines.
- Must possess – 1) ability to read and understand instructions, drawings, safety guides, and other written materials necessary to perform job; 2) sufficient visual capacity to perform the applicable functions without assistance of visual aids other than eye contacts or eye glasses; 3) sufficient spoken aural capacity to hear and understand instructions, warning bells, fire alarms, or shouted instructions without assistance of auditory aids other than a hearing aid; and 4) ability to impart information orally so that others understand and can respond appropriately.
- Ability to climb stairs, ladders, scaffolding and catwalks to get to areas inaccessible by any other means. May work at heights up to 150 feet from the ground and must utilize personal fall protection equipment. Ability to access enclosures dictated by the structural design of the telescopes, for routine and non-routine inspection of operational and construction safety.
- Maunakea: Ability to work at 14,000' for 10-hour shifts and may be required to extend worktime and/or stay overnight at Mauna Kea based on inclement weather, emergency operational and/or safety needs. Required to pass High Altitude medical examination (post offer and potentially at specified intervals while employed if medically necessary).
- Some travel may be necessary in or outside the contiguous United States

Expected Salary Hiring Midrange+: \$114,700-\$145,860. The final salary will depend on skills, qualifications and experience.

AURA offers an excellent benefits package including paid time off and retirement plan contributions, competitive salary commensurate with experience, and a very attractive work environment. Details on benefits can be found at [Benefits by Location - Aura Human Resources](#)

How to Apply:



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The position will remain open until it is filled. First round of applicants will be reviewed by March 21st.

- Please submit a cover letter and a CV or resume, PDF files preferred. Please name any attachments with the following format: Lastname Docname.
- Application documents that are not uploaded as part of the application may be sent to employment@aura-astronomy.org.

Individuals needing assistance with the employment process can request assistance at employment@aura-astronomy.org