

Safety & Health Specialist Cover Letter

9186 Goldner BridgeHoppeland, VA 32540

Dear Azariah Prohaska,

I would like to submit my application for the safety & health specialist opening. Please accept this letter and the attached resume.

Previously, I was responsible for leadership and active support to facility's behavior based safety (CLAWS) process, Safety Culture Improvement initiative, Joint safety committee, and department safety committees and meetings.

Please consider my experience and qualifications for this position:

- Strong computer skills (MS Office Suite, MS Excel, MS Word, MS PowerPoint, MS Outlook, and Internet)
- Assisting the Prevention Advisor with the execution of RA's & development and maintenance of the Health & Safety system & Assisting the QA manager with development and maintenance of quality & EMS related procedures & work instructions
- Execution of investigations of work related accidents & incidents
- Follow-up for contractor management
- Formulation of advice concerning all topics related to the wellbeing in the workplace
- Formulation of advice concerning work instructions & training of personnel
- Follow-up of preventive maintenance lists & control of work-related devices & materials
- Execution & follow-up on incoming and in process inspection, returns, shipholds, quarantine shipments, demo materials, expired stock, Biohazard materials, document actions by completing reports and logs in the foreseen databases and ensuring proper storage/labelling requiring physical segregation

Thank you for taking your time to review my application.

Sincerely,

