



# Example of EHS Analyst Job Description

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Our innovative and growing company is looking for an EHS analyst. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for EHS analyst

- Focal point for client, customer and external audits
- Responds to complaints from internal and external clients or customers
- Coordinate and capture all quality performance data and provides standardized reporting and analysis
- Collect, analyze and report on internal and external quality data using statistical tools and techniques to determine trends and make recommendations for improvement
- Champion the Corrective Action process locally
- Ensure both the process verification audits (PVA) and Internal audits are scheduled and completed as required locally
- Ensure QEHS management documentation is up-to-date and organized
- EHS training for local staff, performance tracking, and QEHS team projects support
- Liaison with regional operations and quality leads
- Facility QEHS inspections/internal audits

## Qualifications for EHS analyst

- Experience and knowledge of key integration points with EHS modules
- Experienced with all aspects of customizing the Product Safety and Dangerous Goods Management including User Exits, Specification Type, Industrial Hygiene, Occupational Health, Global label management and

- Product Compliance EHSM 4.0 which includes Blueprinting, Configuration, Testing and Training
- Deep Knowledge of the data migration tools, import utilities import format, and data migration process specific to SAP EHS and EHSM product compliance, Incident management, and risk assessment
- Experienced on SAP REACH Compliance portal solution
- Experienced in Analyzing, reviewing, and developing Material Safety Data Sheets (MSDS) and various Levels using Window