POLY-MED, INC.

Corporate Office:
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www.poly-med.com

Part A - General Position Information

Job Title:	Department Name:	Reports to:	FLSA Status:
EHS Specialist	**Manufacturing**		

Part B – Company Information

About Us:

Poly-Med is the leading developer of bioresorbable polymers and fibers. We help innovative medical device companies focused on improving patient outcomes. Poly-Med designs, develops and manufactures superior materials to get customer products to market in the most efficient manner with the greatest improvement to quality of life. Located in Anderson, South Carolina, Poly-Med, Inc. has been recognized as a leader in the industry for over 20 years. Poly-Med continues to grow in a multitude of medical device modalities. Our novel materials are key in actively enabling products ranging from vascular stents, hernia meshes, dental delivery systems, dental hygiene, and a variety of wound closure applications in the worldwide medical device market.

For additional information, visit our website at www.Poly-Med.com.

Our Team:

We employ a widely diverse team comprised of experts from material science, chemical engineering, mechanical engineering, bioengineering, biology, business marketing, and project management to create a work environment focused on solving tough medically related problems. Our team is energetic, resourceful, and, above all, collaborative. We are searching for like-minded talent to build on our success and continue our quest to improve patient outcomes through novel polymeric and drug delivery systems.

Part C - Position Information

Description:

This full-time position is self-directed and is responsible for safety, environmental and health programs within the entire company at all facilities. This person will have a broad knowledge of OSHA, EPA/RCRA, HLS (as pertaining to chemical facilities) and DOT regulatory requirements as well as commonly used concepts, practices, and procedures within the FDA regulated industry. Relies on personal experience and judgment to perform primary job responsibilities.

Responsibilities:

- Safety officer for ~ 80 people providing IH support, OSHA compliance, job evaluations, LOTO support, DOT and RCRA compliant waste handling
- Design, manage and improve quality systems including document actions.
- Select and approve external suppliers, service companies and contract labs as related to EHS.
- Supervise, train and coach employees in EHS and quality of work-place practices.
- Investigate EHS incidents and determine root cause, gather and analyze data, and implement corrective actions to reduce or eliminate cause and work closely with all departments to identify and resolve EHS practice deficiencies and procedures.
- Support the customer and regulatory audit process including types of audits, planning, preparation, execution, reporting, and follow-up
- Support risk-management and risk analysis activities
- Responsible for EPA, TSCA registration of new compounds and/or polymers being placed into commerce by the company.
- Responsible to maintain knowledge of and awareness of Federal, State, and Local government EHS laws, regulations, and rules.

Required/Preferable Knowledge, Skills and Abilities:

- 5+ years working in health, safety and environmental compliance capacity preferably in GMP Medical Device industry, ISO 13485 and 21CFR820 regulated business.
- Skilled with Microsoft Office Software (Microsoft Word, Excel, et. al.)

- Good knowledge of statistics and Mini-tab software, DOE, SPC.
- Good work organizational skills.
- Ability to manage time and prioritize.
- Excellent communication and interpersonal skills.
- Ability to assertively interact with people at all levels of the organization. Train, supervise, coach employees.
- Good technical writing and presentation skills.
- Ability to handle highly confidential business information.
- Strong attention to detail.
- Ability to think proactively, troubleshoot, investigate and improve systems.
- Highly responsible for actions of self and possibly others on the team.

Education/Experience Requirements:

Required: Bachelor's Degree (in Occupational Safety, Industrial Safety or related field) and 5+ years of medical device or pharmaceutical industry experience.

Preferred: Supervisory experience, OSHA, RCRA, DOT compliance.

Must be able to adapt to multiple indoor work environments (shared office space, shared lab space and production areas).

Physical Requirements:

☒	Sitting
☒	Standing
☒	Walking
☒	Climbing/Balancing
☒	Reaching – with Arms and Hands
☒	Stooping/Kneeling/Crouching/Crawling
☒	Talking
☒	Hearing
☒	Feeling/Touching
☒	Vision – Close, Peripheral, Depth, Ability to Adjust Focus
☐	Other:

If you are interested in working with us, please email your resume; tell us a little about who you are and what makes you want to join our team to recruiting@poly-med.com.

When submitting your resume, please answer the following questions:

- How many years of 5/6 S lean programs experience do you have?
- How many years of medical device or pharmaceutical industry experience do you have?
- How many years of OSHA, RCRA, DOT experience do you have?
- What is the highest level of education you have completed?
- Are you willing to undergo a background check, in accordance with local law/regulations?
- Are you authorized to work in the following country: United States?