

EMPLOYMENT OPPORTUNITIES EMPLOYMENT OPPORTUNITIES EMPLOYMENT OPPORTUNITIES

March 29, 2010

SENIOR MANAGER, CORPORATE SAFETY

Location: HQ – Westminster, CO

Reports to: Senior Vice President / Corporate Services

FUNCTION OF THE JOB

Responsible for achieving functional area/corporate goals and objectives in the most cost efficient manner through effective planning, organizing and controlling and provide overall management guidance and supervisory direction to the Safety and Occupational Health functional area which supports personnel performing operations and maintenance activities of high voltage electric transmission system and power generation facilities as well as corporate office staff, in accordance with appropriate Occupational Health and Safety Administration (OSHA) rules and regulations and other safety requirements affecting the electric utility industry.

SCOPE

Under executive direction of the Senior Vice President of Corporate Services, is responsible for the overall management of the following Safety functional areas:

Safety and Occupational Health Programs Development and Regulatory Compliance

- Responsible for directing the development and implementation of enterprise wide Safety and Occupational Health programs including promoting a culture of safety awareness.
- Responsible for overseeing corporate wide Safety and Occupational Health training programs.
- Responsible for the management of the corporate wide accident and incident investigation process, including the preparation of related investigation reports, implementation of required remedial actions, and the preparation and filing of related required federal and/or state reports.
- Responsible for overseeing Occupational Safety and Health Administration (OSHA), and other regulatory compliance programs for the corporation and, coordinating with regulatory bodies, as required.



AN EQUAL OPPORTUNITY EMPLOYER

TRI-STATE GENERATION AND TRANSMISSION ASSOCIATION, INC.

1100 W. 116TH AVENUE • P.O. BOX 33695 • DENVER, COLORADO 80233 • 303-452-6111

- Responsible for managing Safety and Occupational Health programs including; establishing and implementing policies and procedures; monitoring and evaluating program effectiveness; and identifying and implementing changes required for safety improvement.
- Responsible for planning and developing appropriate metrics, including related records, to track and assess the performance of corporate Safety and Occupational Health programs, including preparing for both internal and external audits.

Generation and Transmission Facilities Safety and Occupational Health Programs

- Responsible for the supervision of Safety and Occupational health staff supporting power generation and transmission facilities.
- Responsible for providing management direction for the development and implementation of generation and transmission facilities safety and occupational health programs and services.
- Responsible for ensuring compliance with generation and transmission facilities safety and occupational health regulations and standards.

RESPONSIBILITY/ACCOUNTABILITY

- . Recommend functional area objectives; develop specific short-term and long-range plans and programs and supporting budget requests.
- . Ensure that the development of policies, procedures and programs for functional area are consistent with corporate goals and objectives.
- . Ensure that functional area plans and programs are properly implemented and advise the Senior Vice President Corporate Services of all internal and external conditions/trends that may affect attainment of goals and objectives and/or impact overall corporate activities.
- . Review and assess the quality, control content, effectiveness and economy of functional area activities and implement changes to meet corporate needs, business trends and to ensure maximum utilization of resources.
- . Participate in negotiations and insure that contracts and agreements reflect the best terms for achieving corporate goals and objectives.
- . Provide supervisory direction to subordinates; set high standards of professional, technical and business conduct and performance for functional area personnel; and ensure equitable treatment for all employees.
- . Ensure all reporting requirements are met and records are properly maintained in compliance with government regulations (including RUS).

- . Coordinate efforts both internally and externally while ensuring good communications and working relationships are maintained.
- . Recommend an annual budget which meets the cooperative philosophy in providing the most effective service to our Member systems at the lowest cost.
- . Represent Tri-State at various meetings of utility organizations, committees, and joint participation projects.

QUALIFICATIONS

- . The nature of this position requires a Bachelor of Science degree in Safety and Occupational Health Administration, Business Administration, or related discipline, or equivalent experience gained through progressively greater responsibilities.
- . Twelve (12) years of progressive, related experience involving Safety and Occupational Health, or related area, including at least five (5) years of electric utility power generation and transmission facilities safety experience. Five (5) years of experience in a managerial capacity.
- . Must possess working knowledge of applicable federal laws and regulations affecting the safe operation and maintenance of electric utility facilities.
- . Must possess extensive knowledge of corporate line and staff organization; fundamentals of management and management philosophies; government regulations; and current technology and trends affecting electric utility safety and occupational health administration.
- . Must possess the ability to delegate responsibility and develop key personnel; to direct and control the work of others to achieve goals and objectives; to work harmoniously with personnel at all levels, both internal and external; communicate effectively both orally and written; to analyze and evaluate situations objectively; and to make sound, timely decisions which may have long-term and wide-spread effects on the overall corporation.
- . Must be capable of efficiently and effectively organizing the resources available in the most cost effective manner and cognizant of the interrelationships existing between functional areas.

Employees, who feel they are qualified, are encouraged to apply for this position.

All internal applicants must submit an Internal Job Application Form, along with their current resume, to Plac Herrera in Human Resources, Headquarters, Westminster, CO.

Internal Job Application Forms are available in Human Resources and other Administrative Offices. Internal applicants may also apply by using the electronic application process available on Tri-State's Intranet Job Postings link.

This position will not be staffed before April 12, 2010, to give existing employees adequate time to submit their applications to Human Resources.

All other applicants who feel they possess the minimum requirements may apply by submitting their resume and salary history to:

Tri-State Generation and Transmission Association, Inc.
Human Resources Department
PO Box 33695
1100 W. 116th Avenue
Denver, CO 80233 or submit online at www.tristategt.org, then click on Careers.