

# UNITED SAFETY SOLUTIONS

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826 Bloom Rd  
Eagle River, WI 54521

## Assessment Specialist

### Summary of Job

The Assessment Specialist will be responsible for conducting job site audits and analysis to ensure federal safety compliance.

### Responsibilities

- Conduct pre-assessment research regarding client's specific needs
- Thoroughly tour job site and audit safety documentation to assess federal safety compliance • Document findings accurately following USS guidelines
- Be prompt and professional when dealing with clients
- Follow MSHA / OSHA safety protocol while on job site
- Communicate with client regarding timing of completed analysis and recommendations
- Create analysis reports and recommendations for compliance in accordance to USS guidelines
- Create appropriate training plans and manage implementation

### Qualifications

- MSHA Part 48 Instructor training preferred
- Mine Academy Certification preferred
- Excellent organizational skills
- Excellent written and verbal communications skills
- Customer service experience preferred
- Knowledge of Microsoft office programs
- Ability to travel regularly
- Valid driver's license and transportation required

**Please send a resume: You can upload your resume or mail it to**

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