

Work Performed (Continued):

- Create and manage the budget for Corporate H&S and security activities.
- Participate in tactical planning and support of corporate H&S and security initiatives.
- Coordinate all OSHA visits and investigations.
- Coordinate and manage the corporate Safety Committee.
- Manage security staff in providing asset management and protection
- Oversee the Homeland Security function ensuring compliance with BPU, TSA and all other Regulatory Agencies
- Act as liaison between the Company and contract service providers. Manage various vendors that support the security functions including building security guards as well as security technology vendors.
- Provide support to the operating units with respect to Emergency Response and liaison with the community first responders including Local Emergency Management. Planning (LEPC) and Local OEM's (Office of Emergency Managements). This includes response to critical incidents when appropriate.
- Act as the safety and security liaison for projects under development including attendance at pre construction meetings with the various entities involved with each project.
- Responsible for all access control systems throughout the company and coordinates with Human Resources to regarding the issuance of Employee Identification Cards as well as vendor and contractors cards.
- Analyzes data of internal operations and plans and directs installation of electronic security systems, such as closed circuit surveillance, access controls, and panic intrusion alarms
- Assist with the development and implementation of Emergency Responder outreach programs.
- Coordinate and manage external security concerns related to the company. This includes Executive Protection
- Serve on industry and government committees addressing safety, security and emergency preparedness when requested to do so.
- Work in concert with Human Resources, Legal/Risk and Information Technology Departments.
- Interface when requested with Human Resources regarding background investigations and sensitive personnel matters including termination support.
- Assist in contingency planning and response coordination of emergency situations.
- Promote a friendly work environment, encouraging and guiding personnel as needed. Be a positive role model for employees in appearance, conduct and attitude.
- Communicate with the Company's customers and the general public in a responsible and courteous manner.
- Work on special projects as assigned by the Vice President of Operations.

Qualifications:

- Bachelor's Degree required. Master's Degree preferred.
- Experience in developing and implementing safety policies and practices.
- DHS Secret-Level Security Clearance preferred.
- Exceptional organizational and time management skills.
- A minimum of 10 years of experience in managing large groups of personnel. Experience involving cultural change management.
- Strong interpersonal skills.
- Ability to interface with all levels of the organization including experience working with senior management.
- Must possess the ability to analyze safety and security issues/trends and lead personnel in the implementation of such programs.
- Proven negotiation, problem solving and communication skills during matters of employee safety and emergency/crisis situations.
- Proficient in Microsoft Office software (Word, Excel).
- Ability to read, understand and use GIS, CC&B, WAM, MWM, construction plans and distribution system maps.
- Good attendance record.
- Good supervisory, leadership, organizational, technical writing and record keeping skills. Ability to motivate others, build consensus and lead by example.
- Valid NJ Driver's license.

Physical Requirements:

- Ability to lift 50 pounds.
- Ability to climb ladders, enter/exit confined spaces, enter in and out of excavations. Able to work outdoors in inclement weather.

Candidates must possess authorization to work in the United States.

Candidates must be able to pass a drug screen, pre-employment physical, background check, and have a valid driver's license.

You can submit your resume and salary requirements by: e-mail to HRV@middlesexwater.com by fax to 732-638-7667 or by mail to HR Generalist, Middlesex Water Company, 485 Route One South, Building C 4th floor, Iselin, NJ 08830.

No phone calls please. We thank all applicants in advance for their interest; however, only those applicants who are being considered for the position, or are currently employed by Middlesex Water Company will be contacted.

Middlesex Water Company and its' subsidiaries are an Equal Opportunity Employer.