



Job Title: Field Regulatory Specialist
Department: Field Operations Support
FLSA Exemption status: Exempt

Summary of duties and responsibilities:

Responsible for implementation and stewardship at the field level of guidelines and procedures in the areas of environmental, regulatory, safety and training.

Essential duties and responsibilities: (Not all inclusive)

- Promote Zero incident Safety & Environmental culture.
- Verify field compliance with company policies and expectations.
- Work Permitting
- Safe Work Practices (JLAs, Air Sampling, Respiratory Protection, LO/TO, PPE, etc.)
- Waste Management
- Hazcom/SDS Compliance
- DOT Operator Qualification
- DOT FMCSA Vehicle and Driver Compliance
- OSHA Compliance
- Assist in review of company Safe Work Practices.
- Prepare and present training on safety & regulatory topics.
- Lead or assist in incident investigations and provide communications to the organization.
- Actively participate in regulatory and environmental assessments and auditing.
- Participate in team project execution to ensure all tasks related to environment, review/permitting at the local, state, and federal levels are integrated, implemented, secured and are in compliance with current projects planning efforts.
- Support emergency response efforts for environmental releases.
- Frequent travel requirements.
- Regular attendance.
- All other duties as assigned.

Education, prior work experience and specialized skills and knowledge:

- Bachelor of Science in Civil, Mechanical, or Petroleum Engineering preferred.
- Experience in the oil, gas, or utilities industry strongly preferred.
- Valid driver's license with good driving record.
- Strong in Microsoft Office Suite (Word, Excel, PowerPoint, and MS Project)
- AutoCAD experience is a plus.
- Excellent interpersonal and communication skills, both verbal and written.
- Must possess excellent planning, project management and organizational skills and must be highly motivated.
- Must demonstrate logical and analytical abilities to understand big picture issues while working the details.
- Requires the ability to work independently as well as be an effective team player.
- Requires client and customer focus with frequent independent interaction, internally and externally.

Physical Environment/Working Conditions:

- Frequent work in a normal office and/or field environment.
- Frequent work outdoors in all weather conditions.
- Frequent sitting, standing, walking, kneeling, bending, stooping, and crouching.
- Frequent reaching for and gripping objects.
- Ability to occasionally lift up to 40 lbs.
- Frequent telephone use and reading.
- Frequent travel - approximately 30-50% of the time.
- Frequent use of office equipment.

Other:

- Access to proprietary information.
- Respirator use.
- PHMSA regulated role.