

Industrial Nurse

-
FLSA – Non-exempt

Department: Employee Health
Services

Reports To: Human Resources
Manager

-
Summary:

This position is responsible for the care and well-being of our employees.

Essential Duties and Responsibilities include the following:

- Provide medical treatment to employees who become ill or injured while on the job.
- Provide medical treatment to employees who report to work ill or injured.
- Be the employee's health care advocate as needed.
- Manage Drug Screening Program.
- Manage Wellness Program.
- Manage Hearing Conservation Program.
- Manage Prescription Safety Glasses Program.
- Manage Workman's Compensation Program.
- Provide Workman's Compensation Case Management.
- Maintain OSHA Log.
- Provide medical training for the Emergency Response Team.
- Maintain the Employee Health Office.
- Maintain the Onsite Medical Clinic Office.
- Assist with the Facility Safety Program.
- Serve on safety teams.
- Evaluate, purchase, issue and provide training for pertinent Personal Protective Equipment.
- Assist in Human Resources
- Assist with employee relations projects as determined by the Human Resources Manager.
- Must be able to maintain strict employee privacy in accordance with HIPPA Regulations.
- Must follow all safety policies and procedures.
- All other duties as assigned.