

Safety and Training Supervisor

Trans-Bridge Lines – Bethlehem, Pa

Qualifications:

- Must have a CDL or military equivalent
- Air brakes and passenger endorsement preferred, or willingness to obtain
- Knowledge of DOT regulations required
- 3 years DOT safety supervising experience preferred
- Knowledge of OSHA regulations
- 3 years OSHA Compliance for General Industry experience preferred
- Ability to create an efficient and organized system and workspace
- Proficient use of Microsoft Office suite, including Word, Excel & PowerPoint
- Must be able to adapt, shifting focus and workload in accordance with daily priorities in an ever changing environment
- Ability to work as part of a team
- Flexible work schedule – on occasion must be able to work weekends and holidays

Responsibilities:

- Provide classroom instruction and training for new employees
- Provide on the road training for new motorcoach drivers
- Provide ongoing safety & training materials and instruction for employees
- Assist, as needed, in the investigation of accidents for cause and prevention
- Counsel and retrain drivers involved in preventable accidents or incidents
- Identify possible trends to be addressed in future training efforts
- Conduct new driver interviews
- Create and maintain new driver files
- Create and maintain new employee training files
- Ensure all driver files are complete to meet DOT requirements
- Assist driver supervisors as needed
- Audit driver logs for completeness and accuracy
- Counsel drivers with log violations and initiates necessary progressive discipline
- Conduct ride-along and roadside evaluations
- May serve as member of Safety Committee
- Attend grievance and accident hearings as needed
- Drive commercial bus on runs in emergency situations

Interested Applicants may apply online or in person.

Email Resume: hr@transbridgelines.com

Call: 610-868-6001 ext. 122

Apply in Person: Monday—Friday, 9:00am—2:00pm

2012 Industrial Dr. Bethlehem, Pa 18017