



Coast Transit Authority

We Keep the Gulf Coast Rolling for You!

Job Title: Safety and Security Supervisor

Job Summary:

As Supervisor of Safety and Security is responsible for developing and implementing company wide safety and security programs for bus, maintenance and administrative operations. Managing CTA Customer Service/Security personnel. Investigates accidents, incidents and work related injury claims. Is responsible for managing CTA's Drug and Alcohol programs.

The position will serve as one of two Sexual Harassment Officers for CTA.

Education:

Requires a High School Education or GED.

Experience:

Requires 5 years of experience in field of safety and security management.

3 years of supervision of personnel.

Must know U.S. DOT guidelines.

Managing a drug and alcohol testing program.

Development and implementation of safety and security policies and procedures.

Proficient computer skills in Microsoft office programs.

Extensive interpersonal and conflict resolution skills.

Must be a self motivated, independent thinker that requires minimal supervision.

Must pass the company Drug and Alcohol screening test, abide by all drug free work place policies and FTA/DOT guidelines.

Must pass a pre-employment physical examination.

Must not have been convicted of any felony involving weapons, narcotics, theft, bodily injury, threatened injury or fatality.

Essential Functions of the job:

Safety Responsibilities cover:

- Develop safety policies and procedures in accordance with U.S. DOT, OSHA and Federal Transit Administration regulations.
- Implement and ensure compliance with safety policies and procedures.
- Investigate and document accidents, incidents and work comp claims and conduct accident review boards.

- Maintain a detailed system of records on all accidents, incidents, investigations, and claim against CTA.
- Coordination with the CTA Third Party Administrator in resolution of claims against CTA.
- Is responsible for all CTA compliance with U.S. Dot and FTA Drug and Alcohol regulations. Extensive recordkeeping is part of these duties.

Security Responsibilities Cover:

- Develop security policies and procedures in accordance with U.S. DOT, TSA and Federal Transit Administration regulations.
- Implement and ensure compliance with safety policies and procedures.
- Investigate and manage potential and actual security threats against CTA personnel and property.
- Monitor CTA surveillance systems and manage digital files.
- Maintain a detailed system of records.
- Train and supervise CTA Customer Service/Security personnel.

APPLY IN PERSON from 9:00 a.m. - 4:00 p.m.
For more information, call 228-896-8080 ext. 206
EEO/AAP