



## INDUSTRIAL HYGIENE PROGRAM MANAGER

Responsible for the ongoing operations and financial success of the TTL's Industrial Hygiene Program. Ensures that the firm's industrial hygiene services meet all client requirements. Works to develop relationships with existing and new clients in order to grow program revenue. Manages proposal and project processes. Manages resources in a manner that assures that process efficiencies and target profit margins are achieved. Leads, supports and develops the industrial hygiene team to achieve a high level of performance and retention.

### Responsibilities

- Sets and achieves annual program revenue and gross margin objectives
- Creates and participates in business development activities to obtain new clients and new services
- Seeks proposal opportunities by monitoring designated sites, canvassing clients, and collaborating with peers
- Effectively serves as a Contract Manager and Senior Client Manager
- Manages all project elements including staff, schedule, budget, safety, quality and customer expectations
- Leads, mentors, and trains department staff, providing direction, vision, and strategy for the company and customer projects
- Demonstrates sound business acumen and success attributes, including planning, financial management, problem-solving, risk tolerance, discretion, and loyalty.

### Requirements

- A Bachelor of Science Degree in Occupational Safety and Health, Environmental Health and Safety or a related field
- The Certified Industrial Hygiene (CIH) designation is preferred
- A minimum of 10 years of experience in Industrial Hygiene consulting, including but not limited to asbestos, lead-based paint, and hazardous materials surveys and air monitoring services
- A minimum of 5 years of project and program management experience
- Demonstrated experience successfully managing a project portfolio with a total annual revenue budget  $\geq$  \$1MM.
- Strong writing skills for preparation and completion of technical reports with minimal oversight, senior QC of reports prepared by others, and the ability to direct and mentor mid- and junior-level staff during the interpretation of data and preparation of technical reports
- Organization, critical interpretative analysis, written communication, and oral communication skills
- Computer skills including Microsoft Office suite and MS Project.

- Must be able to work constructively in diverse teams including engineers, scientists, technicians, and non-technical personnel
- Must be able to work outdoors all year and travel up to 25% of the time, including out of state overnights
- 40-Hour OSHA HAZWOPER and current 8-Hr refresher preferred

**Benefits**

- Medical, Vision, and Dental Health Insurance
- Health Savings Account
- Life Insurance
- Disability Insurance
- Voluntary Insurance: Accident, Critical Illness and Hospital Indemnity
- Paid Holidays
- Paid Time-off
- Employee Assistance Program
- 401K Retirement Savings Plan with a Company match

To apply, contact Colleen Neidert at 419-214-5010 or [cneidert@tlassoc.com](mailto:cneidert@tlassoc.com)