



WAYNE COUNTY
COMMISSIONERS



Matt Martin ★ Jonathan Hofstetter ★ Dave McMillen

JOB ANNOUNCEMENT

Safety and Loss Control Manager

Job Stability! • Great Benefits! • Great Retirement System! • Great Team!

Do you have experience with occupational safety procedures and trainings, accident prevention, and worker's compensation? Do you excel at multitasking, staying organized, and keeping accurate records? Are you self-motivated, detail-oriented, and able to learn quickly? If so, we want to hear from you! The Wayne County Emergency Management Agency, under the direction of the Wayne County Commissioners, is advertising for this full-time position. We offer job stability, great benefits, great retirement system and a great team to work with! We also offer 11 paid holidays per year, ample sick leave and vacation leave (and unused leave rolls over to the next year).

The duties include, but are not limited to, the following:

- Monitors the efficiency and coordinates the functioning of the Commissioners' occupational safety and health program and self-insured workers' compensation program (ensures proper reporting with OSHA and the Bureau of Workers' Compensation); coordinates accident prevention and safety programs; identifies trends and problem areas and recommends changes; provides occupational safety and health related information to other county offices; keeps abreast of governmental health and safety regulations and determines their impact on county operations; reviews accident investigation reports; helps determine cause of accident and assists with the establishment of preventative measures; reviews health and safety suggestions, recommends appropriate action and assists with staff implementation.
- Maintains comprehensive health and safety records (accident, inspection, training, etc.) and reviews to ensure compliance with record-keeping requirements; prepares records, reports and other documentation required by rule or law, or utilized internally; maintains and updates countywide safety manual.
- Provides training and guidance to supervisors, managers and outside contractors on loss control practices and procedures.
- Conducts routine safety inspections of county facilities; provides necessary guidance to achieve compliance with applicable rules, regulations and laws; inspects or assists with the inspection of safety and other protective equipment and takes necessary corrective measures; follows up on citizen complaints related to safety or environmental issues.

Applicants must submit a required employment application (downloadable from <http://www.wayneohio.org/employment-opportunities>) and email it to waynecountyhr@wayneohio.org, or drop it off at the Wayne County Commissioners' Office, 428 West Liberty Street, Wooster, Ohio 44691, Attn: Katie Dailey Questions? Call 330-287-5497.

Posted: 03/27/2026 Deadline to apply: 04/15/2026

Wayne County is an Equal Opportunity Employer