

# KARA MOORE

333-333-3333 • xxxxx@gmail.com • Street Address, City, ST Zip Code

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## ENVIRONMENTAL, HEALTH & SAFETY MANAGER

**Highly knowledgeable and results-driven professional** with 10+ years of experience in EHS management. Valued leader with proven program development abilities and track record of success streamlining audit processes and enhancing environmental safety procedures. Expertise ensuring compliance with all EHS regulations and guidelines, overseeing hazardous materials transportation disposal, and optimizing testing procedures and project potential. Recognized for top-notch writing and presentation skills. Strengths include:

Program Development & Implementation • Regulatory Compliance • Auditing • Quality Assurance  
Training & Development • Risk Assessment • Personnel Analysis • Strategic Planning

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### SELECT CAREER HIGHLIGHTS

- ✓ Played integral role in **reducing recordable accidents by 85%** from 1999 to 2009 as EHS Coordinator for Company Name.
- ✓ Assisted in **creating and implementing corporate-wide and site-specific integrated management system** (ISO 9001, ISO 14001, and OHSAS 18001) at Company Name.
- ✓ Designed highly effective DOT Hazardous Materials Transportation training program and **successfully led development** of new ISO-14001 based environmental management system (EMS) at Company Name.
- ✓ **Published and presented** numerous research papers on safety, security, and alternative energy.
- ✓ **Established and taught** comprehensive health, safety, and security course for Human Resource Management (HRM) program at College Name.

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### PROFESSIONAL EXPERIENCE

COMPANY NAME - City, ST 2007 to Present  
**Environmental, Health, Safety & Security Manager**

Create and implement environmental and safety programs, policies, and procedures for large ethanol company in the US. Streamline audit process, ensure compliance with OSHA, EPA, DOT, and FCC regulations, and maintain safe and productive work environment.

COMPANY NAME - City, ST 2000 to 2007  
**Environmental, Health & Safety Coordinator**

Promoted from Training Coordinator to EHS Coordinator based on exceptional leadership and process improvement abilities. Supervised health and safety programs, prepared detailed reports, and oversaw hazardous waste initiatives. Conducted environmental audits and reviews, delivered in-depth training sessions, streamlined operations, and maintained conformance with ISO 9001/14001 and OHSAS 18001 guidelines.

*Additional experience as Adjunct Environmental and Physical Science Instructor at College Name; Safety Manager/Operations Manager/Reservoir Analyst at Company Name; Geologic Consultant for numerous independent oil and gas companies.*

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### CERTIFICATIONS

ISO 14000 Lead Auditor • OHSAS 18001 Lead Auditor • Storm Water Operator  
Visible Emissions Evaluator • Authorized OSHA Outreach Trainer

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**EDUCATION & TRAINING**

**MS in Environmental Studies**, College Name, City, ST

**MS in Geology**, College Name, City, ST

**BS in Geology**, College Name, City, ST

FEMA IS-100A – Introduction of Incident Command Systems (ICS)

FEMA IS-700 – A National Incident Management System, an Introduction  
Confined Space Rescue

Visible Emissions (Opacity) Evaluator – Certificate

OSHA 503 (Upgrade) Trainer Course & Standards – General Industry

EPA Hazardous Waste Management 40 CFR 262.34 & 265.16 – Certificate

Storm Water Management – Construction Site Operator – Certificate

Hydrogeology Training Program

Environmental Risk Assessment & Plume Characterization

*Proficient in Microsoft Office Suite (Word, Excel, Outlook, PowerPoint)*

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**PUBLICATIONS & PRESENTATIONS**

Presenter, 2009, **Title:** Conference Name, 2009.

Presenter, 2007, **Title:** Convention Name, p. 33.

Presenter, 2006, **Title:** Conference Name, City, ST.

Presenter, 2006, **Title:** Seminar Name, City, ST, p. 673-701.

Authors, 2005, **Title:** Magazine Name, p. 56-58.

Presenter, 2004, **Title:** Workshop Name, City, ST.

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