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GRACE GAGNET, CSP

- Certified Safety Professional #9640
- TWCC Approved Professional Source #392
- Fluent in Spanish
- Professional Member, American Society of Safety Engineers

RELEVANT SKILLS

- ▶ Development of occupational safety, health and environmental training programs and web sites. Development and presentation of multi-media seminars or technical safety and skills training courses, in English and Spanish. Media options include video, computer based, interactive web-based training, overhead transparencies, slides and/or posters.
- ▶ Technical translation of occupational safety and health and environmental safety documents, instruction manuals, and technical bulletins.
- ▶ Development or analysis and updating of employee safety and health manuals that include written programs required by OSHA and safe work practices based on risk analysis to prevent reasonably foreseeable job injuries.
- ▶ Development or analysis and updating of safety program administrative guidelines and procedures to implement cost-effective loss prevention programs and to comply with regulatory requirements.
- ▶ Comprehensive safety program evaluations, job safety analysis, and on-site safety inspections for control of exposures to potentially serious injuries, fires or explosions, and general liability risks. Recommendations for corrective action are based on regulatory requirements, industry consensus standards, and reliable references.
- ▶ Risk management for highly hazardous risks and manufacturing operations, including exposures involving electrical workers, commercial drivers, hazardous materials, confined space entry, and fall protection. TWCC Approved Professional Source safety program consultant for extra-hazardous employers, rejected risks and self-insured employers in Texas.
- ▶ Specialist in developing accident prevention programs to reduce the potential for severe injuries and catastrophic losses.
- ▶ Expert in OSHA regulations and safety program management.

WORK HISTORY

7/93 to present **AFA Safety Services, Inc.**, Dallas, TX:

As President, services offered include customer-specific safety and health training programs, risk evaluations, comprehensive safety program reviews, OSHA compliance assistance, bilingual safety and health program materials and presentations, and translation of technical materials (Spanish) including safety/accident topics and environmental regulations. Safety consultations and loss prevention services are provided for non-subscribers and subscribers to workers' compensation insurance. Specialties include web site development and maintenance, technical course development and Spanish translation.

The Bureau of National Affairs has trusted us to translate Mexican environmental, safety and health laws, regulations, standards and governmental agreements and notices for ten years. We have translated literally thousands of pages of technical documents.

Developed safety and health web sites for 7 divisions of ARAMARK Corporation, SBC Advanced Solutions, Southwestern Bell Internet Services, Safety Training Commission, and The Bureau of National Affairs' *International Environmental Reporter*.

Author of book published by Government Institutes on *Fall Protection & Scaffolding Safety*. Author of book on *Contractor Safety*, sold through AFA web site. Developed four different half-day contractor safety training programs and related videos for consortium of local companies and videos for individual member companies. Developed and presented 4-hour safety orientation training program, 8-hour technician safety training program, and 8-hour construction safety training program for PrimeCo Personal Communications. Developed 20 sets of safety procedures and training programs for Petroleros Mexicanos (Exploration and Production).

Developed 6 new safety and health courses and redeveloped visual aids and course materials for numerous existing courses for Texas Instruments. Developed 4-hour interactive distance learning course on Laser Safety for MCI Telecommunications. Prepared and presented Electrical Safe Work Practices certification course, Lockout/Tagout and Hot Work Permit courses for TwinStar Semiconductor, Inc. Other course topics and references are available on request.

9/91 to 7/93 **NJ & Associates, Inc.**, Dallas, TX:

Responsibilities as Safety Services Supervisor for a large independent safety consulting firm included development of industrial safety and health programs, manuals, and bilingual safety training. Developed 12 courses that were certified by the TWCC as meeting State and OSHA safety training requirements. Performed numerous consultations to meet TWCC requirements for rejected risks, and supervised other consultants who provided these services for clients. Specialized in presentations with computer graphics. Frequent speaker at conferences; most requested topic --- multi-lingual training program effectiveness.

12/87 to 9/91 **Gulf Power Co.**, Pensacola, FL:

Responsibilities as a one-person Corporate Safety Department for a large electric utility included administration of company-wide safety programs, coordination of safety training, numerous and frequent safety meeting presentations, OSHA compliance inspections, prescription safety glasses

program, statistical analysis, and awards programs.

Developed and submitted a safety program for Gulf Power to the Florida Division of Safety which was approved as meeting new statutory requirements for self-insured companies. Coordinated implementation of new commercial driver's licensing requirements. Produced three safety videos. Initiated flame retardant clothing program. Administered public safety program. CPR Instructor Trainer. Member of Board of Directors, Northwest Florida Safety Council.

6/80 to 11/87 Housewife and mother of two children.

2/72 to 6/80 **Florida Power & Light Co.**, Miami, FL:

Responsibilities as Safety Administrator included publication of a monthly safety magazine for use by local safety committees to conduct safety meetings, statistical analysis, research, and safety training. Researched codes and standards to answer questions from 110 safety committees. Prepared index to OSHA standards in 1973. Developed an instrumented team learning program on Substation Safety (featured in *Electrical World*, 2/1/78) and other topics. Wrote safety procedures and produced safety videos, slide-tape programs, and a 16 mm safety film that was sold to a distributor. Originated a monthly safety poster program using employees' ideas (rated outstanding by International Association of Business Communicators in 1978 and featured in Commerce Clearing House's *Personnel Management*, 3/28/77). Initiated voluntary, after-hours safety training courses in CPR, Multi-Media First Aid and Safe Driving Decisions. Researched manual materials handling problems and performed biomechanical analysis and experiments.

EDUCATION AND TRAINING

- 12/79 **University of Miami**, School of Engineering, Coral Gables, FL: post graduate certificate in Environmental Health and Safety, 4.0 GPA.
- 12/75 **Florida International University**, Miami, FL: Bachelor of Technology degree, major in Industrial Operations, Certificate of Specialization in Occupational Safety and Health. 4.0 GPA. Transfer credits from University of Michigan (35 credits, 3.73 GPA), fire safety courses from Miami-Dade Community College (9 credits, 4.0 GPA), and University of Miami (23 credits, 3.7 GPA).
- 6/70 **Miami Springs Senior High School**, Miami Springs, FL: Graduated third in class of 725 with 3.95 GPA. Outstanding Teenager of Florida, 1970, *The Miami Herald's* Silver Knight award winner in foreign languages, Senior Class President, Editor of *Elan* literary magazine, President of Spanish National Honor Society, 3 academic and 3 varsity swimming letters.

HONORS

Included in Strathmore's *Who's Who* (5th & 6th editions), Marquis *Who's Who of American Women* (22nd edition) and *Who's Who in the World*, Pinnacle Publishing Group's *Who's Who in American Business*, and American Biographical Institute's *International Who's Who of Professional & Business Women*.