



Abigail Marsh

Safety Coordinator

Safety professional with 2 years of experience who trained 292 employees on OSHA General Industry standards, PPE selection, and lockout/tagout procedures across manufacturing and warehouse settings. Skilled in hazard recognition, incident investigation, and OSHA 300/300A/301 recordkeeping using Procore and Microsoft Excel.

CONTACT INFORMATION



(812) 555-0118



abigail.marsh@example.com



Jasper, IN 12345

KEY SKILLS

- OSHA General Industry Standards
- OSHA 300/300A/301 Recordkeeping
- Procore
- Microsoft Excel
- Hazard Recognition
- PPE Program Administration
- Incident Investigation
- Safety Training Delivery
- ISO 45001
- Lockout/Tagout Procedures

PROFESSIONAL EXPERIENCE

2025 - Present

Safety Coordinator, Patoka Valley Building Products LLC, Jasper, IN

- Collected 67 near-miss reports in Q1 2026 by launching a simplified paper-and-digital reporting workflow that cut average submission time from 12 minutes to 4 minutes per report.
- Trained 214 employees on OSHA General Industry standards across 3 shifts, scheduling 25 sessions over a 9-month period and tracking attendance in Procore.
- Conducted 87 safety inspections of production floors, loading docks, and storage areas, logging all findings in Procore for follow-up review.
- Maintained OSHA 300/300A/301 logs and updated compliance postings within 1 business day of any change, supporting a facility-wide recordkeeping program.

2024 - 2025

Safety Intern, Lost River Warehousing Group, Bedford, IN

- Trained 78 seasonal warehouse workers on PPE selection and lockout/tagout procedures during a 14-week peak-season onboarding cycle.
- Completed 56 weekly walkthrough inspections of 4 warehouse bays, documenting observations in Microsoft Excel and routing reports to the safety manager within 2 hours.
- Collected 23 near-miss reports per month after posting visual reminder cards at 9 workstations, up from an average of 7 reports per month before the campaign.

EDUCATION

BS, Safety, Health, and Environment

Indiana State University, Terre Haute, IN | 2020 - 2024