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## GRACE GAGNET, CSP

- Certified Safety Professional #9640
- Professional Member, American Society of Safety Engineers
- **Industrial specialties:** Telecommunications, electrical utilities, surface mining, transportation, hospitality, food service, manufacturing, contractor safety
- Fluent in Spanish
- Web designer
- Course developer

## RELEVANT SKILLS

- Bilingual (English/Spanish) safety meeting materials and posters
- Safety and health manual, policy, procedure - analysis and/or development
- Online or instructor-led safety and health training program development
- Design and monthly maintenance of safety and health internet sites
- Expert in OSHA regulations and safety program management
- Safety and health or loss prevention and control audits
- Temporary traffic control plans - analysis and/or development
- Technical translation of environmental, safety and health documents

## WORK HISTORY

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

Developed safety and health web sites for 5 divisions of ARAMARK Corporation, SBC Advanced Solutions, Southwestern Bell Internet Services, Safety Training Commission, and The Bureau of National Affairs' *International Environmental Reporter*. Developed web sites and related training programs and materials for SBC Corporation and AT&T on Temporary Traffic Control in 13 States, and five 8-hour workshops for Cleveland-Cliffs Corporation (iron ore mining and pellet production) on safety management

skills. Author of book published by Government Institutes on *Fall Protection & Scaffolding Safety*. Author of books on *Contractor Safety* and *Confined Spaces* published by AFA Safety. 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). Have translated Mexican environmental and safety regulations for The Bureau of National Affairs since 1994.

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 Safety Services Supervisor, **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 highly hazardous employers, 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 Safety Administrator, **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.

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.

Developed and submitted a safety program for Gulf Power to the Florida Division of

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 Safety Administrator, **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*, Marquis *Who's Who of American Women*, 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*.