

Driver/Swamper Compliance Officer (e.g. Aug.10, 2024)

Company: Connection Energy Services Inc. (CES)

Location: Dickinson, North Dakota

Employment Type: Full-Time

Work Hours: 40 hours per week

Company Overview:

Connection Energy Services Inc. (CES) is a leading provider of specialized services to the oil and gas industry, including combo and hydro-vac services, hauling of fluid and potable water, as well as pressure and steamer truck services. Our focus is on delivering safe, efficient, and high-quality services to our clients while maintaining compliance with all state and federal regulations (including but not limited to the Fair Labor Standards Act.) Safety and operational integrity are at the core of everything we do.

Position Summary:

The **Driver/Swamper Compliance Officer** is responsible for overseeing and ensuring the safe and compliant operation of all driver and swamper activities within CES. This role ensures that all operations are conducted in accordance with company policies, safety standards, and regulatory requirements. In addition to providing hands-on support in the field, the Compliance Officer will manage the maintenance of equipment, ensure documentation is accurate and up-to-date, and work closely with the office team to maintain confidentiality and professionalism.

Key Responsibilities:

- **Compliance and Safety Oversight:**
 - Monitor daily operations of field personnel, ensuring adherence to safety protocols and compliance with company policies.
 - Assist in the enforcement of federal and state regulations, including accurate record-keeping for driver and swamper activities.
 - Ensure all drivers and swampers maintain required certifications and qualifications in line with regulatory requirements.
- **Operational Support:**
 - Oversee the operation of equipment, ensuring that trucks and swamping units are well-maintained, cleaned, and stored properly upon return to the shop.

- Assist the Shop Technician with the organization, inventory management, and repair of equipment and parts.
 - Conduct regular inspections of company equipment and work sites to ensure compliance with safety standards and operational efficiency.
 - **Documentation and Reporting:**
 - Maintain accurate records of equipment maintenance, driver logs, safety inspections, and other required documentation.
 - Handle administrative duties such as preparing and submitting reports to comply with safety, regulatory, and company standards.
 - Ensure timely filing of mandatory state and federal documents, including compliance filings and incident reports.
 - **Team Collaboration and Support:**
 - Work collaboratively with field staff, shop personnel, and office teams to ensure seamless day-to-day operations.
 - Assist with training and educating staff on compliance and safety standards.
 - Provide backup support for office functions, including managing communications, emails, and scheduling.
 - **Privacy and Confidentiality:**
 - Ensure all confidential employee records and company files are handled in accordance with privacy laws and company policies.
 - Adhere to strict confidentiality standards when handling sensitive information.
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Skills and Qualifications:

- **Required Experience:**
 - Experience in the oil and gas industry, specifically in truck driving, swamping, or equipment operation preferred but not required.
 - Ability to moved equipment between the Canadian and U.S boarder an asset
 - A strong understanding of regulatory compliance, safety standards, and industry best practices.
 - A working knowledge of Microsoft Office Suite (Word, Excel, Outlook) and Google Workspace is required.
- **Certifications:**
 - Valid Passport
 - Valid Class A CDL (or equivalent) required with clean drivers record.
 - Additional safety certifications or training in compliance management (e.g., DOT regulations, First Aid/CPR) is highly desirable.
- **Key Competencies:**
 - Strong organizational and multitasking skills with the ability to prioritize and manage deadlines.
 - Excellent communication and interpersonal skills to work effectively with a diverse team.

- Detail-oriented with a commitment to maintaining accurate records and ensuring regulatory compliance.
 - Ability to operate and troubleshoot heavy equipment, trucks, and machinery.
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Working Conditions:

- This is a full-time, salaried position.
 - Standard work week is 40 hours, with occasional overtime based on operational needs.
 - Occasional fieldwork may be required, including equipment inspections and assisting with loading or unloading in the field.
 - This position is based in a dynamic, team-oriented office and shop environment.
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Benefits

- Competitive salary
 - Health, dental, and vision insurance options.
 - Opportunity for professional development and growth.
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Why CES?

At Connection Energy Services, we believe in creating a supportive and growth-oriented environment for all our employees. We are committed to safety, efficiency, and operational excellence. By joining CES, you will be part of a dynamic team that is committed to providing top-tier services in the oil and gas industry. We are looking for a dedicated, compliance-driven individual who thrives in a fast-paced, team-oriented environment. If you are ready to make a difference and take on a rewarding role, we encourage you to apply today.

How to Apply:

Please submit your resume and a cover letter detailing your qualifications and interest in the position to office@connectionenergyservices.com.