

SHARON E. CUNNINGHAM, OHST

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SUMMARY: Remarkably astute, results-oriented Health and Safety Technologist known as a consistent team player skilled in recognition, evaluation, and control of occupational health hazards. Willing to travel.

CAREER- RELATED STRENGTHS:

Safety and Occupational Health Practices
Regulatory Compliance
Risk and Safety Administration
Problem Analysis and Resolution

Communication and Interpersonal Skills
Leadership, Training and Development
Data Quality Management
Safety and Wellness Programs

PROFESSIONAL EXPERIENCE:

Mayo Clinic - Rochester, MN

2008 – Present OCCUPATIONAL SAFETY ASSOCIATE

- Assist Safety Coordinators and Ergonomists with daily program activities and resolve operational issues
- Deliver outstanding customer service in performing over 350 workstation evaluations for physician, administrative, supervisory, and allied health staff, ensuring the employee understands why changes were recommended
- Assisted with establishing an on-line, self-help office ergonomics training program
- Develop and conduct small group office ergonomics training
- Established an ergonomics accessories lab, equipment list, and product sheets
- Conduct building inspections; assist with respirator fit-testing, chemical fume hood inspections, and research lab inspections and enter all information into appropriate reporting tools
- Respond to and mitigate chemical spills as a member of the Chemical Spill Emergency Response Team
- Provide support to safety leaders and site operations in maintaining compliance and implementing EHS programs

IBM Corporation – Rochester, MN

2001 – 2008 SAFETY TECHNICIAN

- Maintained OSHA compliance and audit readiness of Injury / Illness, Power Industrial Vehicle, Indoor Air Quality, and Hoist / Sling programs
- Conducted annual Minnesota Right-to-Know training for Rochester site
- Presented Safety information at New Employee Orientation
- Presented annual injury and illness presentation to site leadership
- Performed recordkeeping of OSHA 300 log for site

- Assisted with noise sampling, confined space inspection and tracking, asbestos inspection and sampling
- Assisted with conducting root-cause accident investigations, process hazard reviews, and work place safety audits
- Assisted with solving IBM industrial material handling issues
- Developed excellent working relationship with site facilities, maintenance personnel, and vendor organizations
- Developed on-line ergonomics accessories order catalog for IBM US; reduced average order time from two hours to thirty minutes
- Conducted over 800 office ergonomic evaluations to include on-site, mobile, and work-from-home employees in Rochester and the western US
- Initiated Development Lab Safety Committee; solved material handling and floor loading concerns in raised-floor computer labs
- Assisted Safety Team with receiving the Minnesota OSHA VPP Award

MILITARY: twenty years experience

- Enlisted in Army Reserve as a Telecommunications Center Operator
Security Clearance: Top Secret
- Maintained equipment readiness to include inventory of \$3M signal equipment and supplies, communications security equipment, spare parts, and security keys
- Acquired additional skills as electronics repairer and Certified Army Instructor
- Leadership included squad leader, COMSEC NCO, platoon sergeant, Certified Army Instructor, and retired as Chief Warrant Officer (W2)

EDUCATION:

- **Rochester Institute of Technology** - Rochester, NY
Bachelor of Science (BS) Safety Technology GPA 3.85 / 4.00
- **Hawkeye Community College** - Waterloo, IA
Associate of Applied Science (AAS) Electronics Engineering Technology
GPA 3.35 / 4.00

PROFESSIONAL:

- Board of Certified Safety Professionals
Graduate Safety Professional (GSP) 2008 Certificate # GSP-664
Occupational Health and Safety Technologist (OHST) 2010 Certificate # 3450
- OSHA HAZWOPER Emergency Response Initial Training 2008
- OSHA Construction Safety and Health (30 Hour Course) 2007
- American Society of Safety Engineers (ASSE) Northwest Chapter
- Certified Minnesota Asbestos Inspector 2004 – 2008
- Toastmasters International 2008 – 2012
Member of Mayo Hi-Nooners Club # 4677
Club Leadership roles: Sergeant at Arms, VP Education, VP Membership