

Thao Walton

📞 (702) 555-4682 ✉️ thao.walton@example.com 💼 linkedin.com/example/thaowalton 📍 Henderson, NV 89014

SUMMARY

Environmental Health and Safety professional with eight years supporting occupational safety, operational risk, inspections, investigations, training, and compliance across public facing facilities. Coordinates EHS programs with facility leaders, event partners, contractors, exhibitors, and frontline teams while keeping field work practical and clearly documented. Applies OSHA, FEMA, DOT, NFPA, ANSI, and ASTM requirements across elevated work, equipment use, material movement, valves, pumps, and **changing event schedules**. Builds JHAs, corrective action plans, safety communications, KPI reports, and Microsoft Office dashboards that connect observations with follow through. Holds OSHA 500, **Associate Safety Professional** credentials, a **bachelor's degree** in occupational safety and health, and an active **Nevada driver's license**. Ready to support safe, welcoming venue operations through clear guidance, responsive investigations, and steady partnership with every department.

EXPERIENCE

Senior EHS Coordinator

May 2023 - Present

Desert Crest Venue Operations

Henderson, NV

Leads EHS coverage for a large public venue, coordinating facility operations, event move ins, contractors, inspections, investigations, training, and management reporting. Partners with leaders and frontline teams to convert field observations into practical controls and documented follow through.

- Coordinated venue **EHS** coverage during event move ins, protecting crews, **contractors**, and visitors.
- Converted inspection findings into controls, **corrective actions**, owners, and documented closeout records.
- Maintained JHAs for material movement, elevated work, powered equipment, valves, and pumps.
- Investigated **near misses** through interviews, observations, records, and causal analysis for prevention.
- Built **Microsoft Office** KPI dashboards that gave managers clearer visibility into recurring hazards.
- Delivered training and **safety communications** that translated technical requirements into practical procedures.

Safety Specialist

April 2020 - April 2023

Silver Mesa Facilities Group

Las Vegas, NV

Supported safety across public facilities, maintenance shops, loading areas, and contractor sites. Prepared job hazard analyses, investigated incidents, facilitated toolbox training, and turned inspection and incident information into recurring risk reports for operational leaders.

- Supported safety coverage across **public facilities**, maintenance shops, loading areas, and contractor sites.
- Applied **OSHA, NFPA, ANSI, ASTM, DOT**, and emergency management requirements during field reviews.
- Prepared **JHAs** documenting task steps, exposures, controls, and verification responsibilities for crews.
- Investigated injuries, property incidents, and **near misses**, linking causes with preventive measures.
- Facilitated toolbox training on procedures, PPE, hazard reporting, and equipment operation for teams.
- Compiled inspection and incident data into recurring risk reports for leadership review.

Safety and Risk Coordinator

June 2018 - March 2020

Canyon West Property Services

Reno, NV

Coordinated safety support for maintenance, custodial, event support, and facilities teams. Strengthened field documentation through inspections, training records, incident tracking, emergency preparedness support, and corrective action follow through across varied operating conditions.

- Coordinated safety support for maintenance, custodial, event support, and facilities teams.
- Performed **inspections** and prioritized immediate correction of worker and visitor hazards.
- Maintained training, inspection, incident, and corrective action records for operational review.
- Supported emergency preparedness and safety response requirements across changing facility conditions.
- Used **Microsoft Office** to track observations and prepare concise operational summaries.
- Followed field work practices through corrective action closure, building stronger hazard awareness.

PROJECTS

Venue Hazard Control Dashboard 📅 2026

Created a Microsoft Office reporting workflow that connected inspections, corrective actions, incident trends, and KPI reviews for venue leadership. Clear ownership helped teams close field findings with less back and forth.

Contractor Job Hazard Analysis Program 📅 2024

Built a practical JHA library covering elevated work, material movement, powered equipment, valves, and pumps. Contractors received clearer task controls before work began, supporting safer event preparation.

LEADERSHIP & AWARDS

- 2025, Recognized by venue leadership for dependable event safety coordination and clear field communication.
- 2023, Earned Associate Safety Professional credential after demonstrating strong applied safety practice.
- 2021, Selected by operations leaders to support recurring incident review and corrective action follow through.

EDUCATION

Bachelor's Degree in Occupational Safety and Health

2018

University of Nevada, Reno GPA: 4.0

Reno, NV

Coursework: OSHA compliance, industrial hygiene, emergency preparedness, risk management

CERTIFICATIONS

- OSHA 500 📅 2024
- Associate Safety Professional 📅 2023
- Nevada Driver's License 📅 2023

TECHNICAL SKILLS

- **Safety Standards:** OSHA, FEMA, DOT
- **Industry Standards:** NFPA, ANSI, ASTM
- **Safety Analysis:** JHA, hazard analysis, causal analysis
- **Inspection Systems:** facility inspections, field observations, hazard tracking
- **Incident Management:** incident investigation, near miss review, injury investigation
- **Corrective Actions:** action plans, owner assignment, closeout verification
- **Training Delivery:** toolbox talks, PPE training, equipment training
- **Reporting Tools:** KPI reports, risk reports, trend summaries
- **Microsoft Office:** Excel, Word, PowerPoint
- **Venue Operations:** event move ins, public facilities, show management
- **Emergency Management:** emergency preparedness, FEMA guidance, safety response
- **Workplace Safety:** elevated work, powered equipment, valves and pumps

SKILLS

- EHS
- NFPA
- Inspections
- KPI reporting
- OSHA
- ANSI
- Incident investigation
- Risk management
- FEMA
- ASTM
- Corrective action
- Microsoft Office
- DOT
- JHA
- Safety training

PROFESSIONAL AFFILIATIONS

- Associate Safety Professional community, connecting with peers on practical occupational safety methods.
- Nevada safety and risk professionals network, sharing field lessons across facilities and events.

LANGUAGES

- English (Native)
- Spanish (Intermediate)

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST