Position Title: Occupational Health Nurse  
Employer: Johnson Matthey  
Location: Wayne, PA  
Contact Name: Dan Bracht  
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Contact Phone: 610-341-8339

Summary of Position
Responsible for conducting, administering and coordinating medical activities in support of Johnson Matthey Environmental, Health and Safety, Occupational Medicine, and Human Resources Policies. Provides on-site emergency medical services, preventive health care and employee counseling. Acts as clinician, educator, coordinator, advisor and case manager for all employee leaves of absence (disability, worker’s compensation, FMLA, etc).

Responsibilities
- Provides on-site emergency medical treatment and/or direction of care for injured employees.
- Counseling employees regarding medical problems and refers to appropriate physicians and/or agencies to address on non-work related ailments.
- Coordinates pre-employment physicals and other required testing/vaccines on or offsite.
- Administers Medical Surveillance Programs.
- Maintains employee medical records.
- Actively coordinates Workers’ Compensation Case Management including, but not limited to, activities associated with the Restricted Duty Policy and Procedures.
- Manages EAP referrals using appropriate protocols.
- Manages and administers all medical leave programs including, but not limited to FMLA, Short-Term disability, Sickness & Accident, and ADA.
- Develops, implements and manages wellness programs and collaborates to help reduce risks of injuries and illnesses.
- Coordinates emergency medical treatment programs including training in First Aid, CPR, AED.
- Coordinates training/trains employees in medical, safety, leave of absence and wellness programs.
- Purchases and maintains medical equipment/budget.

Requirements
- PA State licensed RN. Certified Occupational Health Nurse credential or Certified Occupational Health Nurse-Specialist credential preferred.
- 1-3 years of practical experience in occupational health.
- Pulmonary function testing certification preferred.
- Knowledge/experience applying regulations (e.g. HIPAA).
- Knowledge of disability and worker’s compensation laws and OSHA regulations preferred.
- Knowledge of ADA, FMLA, and EAP.
- Proficient in use of applicable software (Microsoft Office, Excel, Word, Powerpoint, Outlook).
- Excellent interpersonal and communication skills.
- High level of initiative, self-motivation, and sense of urgency with the ability to work both independently and as part of a team.
- Must be comfortable participating in injury investigations on Plant floor.