



July 16, 2024

State of New Hampshire
Office of Professional Licensure & Certification
7 Eagle Square
Concord, NH 03301

To Whom It May Concern:

Please accept this letter and current resume as an application to be approved by the NH OPLC Mechanical Safety & Licensing Board to facilitate NFPA 54 Code Update trainings for the employees at Eastern Propane & Oil. I was recently hired as the Safety Coordinator here at Eastern after spending over seven years as a certified Service & Installation Technician and Field Dispatch Coordinator. Eastern has offered inhouse code update training for current employees only for many years and is well equipped to do so in our state of the art training facility.

I have over twenty years of experience in the field and am currently licensed in the state of New Hampshire to install, service and troubleshoot propane heating systems. I possess a fundamental and working knowledge of both NFPA 54 and 58 codes and am currently certified to work on jurisdictional propane systems.

Thank you for your consideration and I will look forward to a favorable response from the Board.

Sincerely,

Travis Saari

With a robust background at Eastern Propane & Oil and Rochette's Oil & Propane, I've excelled in roles requiring technical knowledge, effective communication and leadership in high stress, fast paced environments. Demonstrating expertise in problem-solving, conflict resolution, and customer service. My proactive approach and ability to prioritize have been pivotal in maintaining high safety and service standards. Highly organized and motivated service professional with experience coordinating multiple service technicians in an ever changing schedule.

Skills

Job scheduling and coordinating	Calm demeanor	Time Management and prioritizing
Proficient with NFPA code books	CDL-B license	Technical Support
Clear respectful communication	Record Keeping	Technical Support

Experience

Safety coordinator Eastern Propane & Oil June 2024-present

- Act as a leading resource in safety by maintaining current knowledge base of compliance-related expectations of Eastern, the fuel industry, and all jurisdictions within which Eastern operates.
- Conduct safety inspections, field inspections, and regulatory compliance inspections.
- Perform accident and incident investigations, including root cause analysis. Report findings to all stakeholders.
- Aide managers with employee field evaluations and recommend training needs.
- Participate in Eastern’s Incident Response management by monitoring the Main Incident Response line and coordinating emergency response personnel.
- Assist in the regulatory reporting requirements for hazardous materials incidents.
- Act as Regulatory liaison with State Public Utility officials. Oversee mandatory Federal and State filings.
- Coordinate and participate in any formal regulatory compliance issues, field inspections, and audits with the States.
- Coordinate quarterly odorant testing and verify documentation of testing in each district.
- Maintain accurate list of Eastern’s jurisdictional accounts.
- Review Eastern’s DOT Compliance, Safety, Accountability report frequently and provide a quarterly report to management.

Travis Saari

Safety Coordinator

Field Service dispatch coordinator Eastern Propane & Oil June 2018-June 2024

- Ensure all company policies, procedures, manuals, handbooks and state and federal codes are adhered to in connection with service and installation technician's activities.
- Ensure all product sales, installation and servicing is handled in a timely, efficient and appropriate manner.
- Maintain proficient working knowledge of company's safety policies and procedures and implementing them in connection with service and installation technicians.
- Have a fundamental and working knowledge of NFPA 54 and NFPA 58.
- Proficient knowledge of Eastern's leak check and carbon monoxide procedure.
- Ensure Jurisdictional inspection, repairs and documentation are completed and recorded according to Eastern's policy.
- Ensure LP dispensing station inspections, repairs and insurance are completed and recorded according to Eastern's policy.
- Ensure customer satisfaction with regard to service charge inquiries is achieved.
- Facilitate effective communication and coordination among technicians, office and warehouse.

Service technician Eastern Propane & Oil January 2017-June 2018

- Service, installation, maintenance and troubleshooting of oil, propane and A/C systems.
- Follow safety protocols and procedures when performing duties.
- Utilized strong communication skills to efficiently interact with customers, office and other departments.
- Propane and oil delivery as needed.
- Member of Eastern's Emergency Response Team

Service technician Rochette's Oil & Propane Sept 2012- Jan 2017

Travis Saari

Safety Coordinator

- Service, installation, maintenance and troubleshooting of oil, propane and A/C systems.
- Follow safety protocols and procedures when performing service and responding to incidents.
- Utilized strong communication skills to efficiently interact with customers, office and other departments.
- Propane and oil delivery as needed.

Service technician Rochette's Oil Service Inc. Jan. 1999- Sept 2012

- Service, installation, maintenance and troubleshooting of oil, propane and A/C systems.
- Follow safety protocols and procedures when performing service and responding to incidents.
- Utilized strong communication skills to efficiently interact with customers, office and other departments.
- Propane and oil delivery as needed.