

Class Concept

This is supervisory, administrative, managerial and technical work in directing, planning, implementing, coordinating, evaluating and monitoring a comprehensive safety and health program for all of the various divisions and units of a governmental agency or a large division of a state wide agency with a moderate level of diversity, scope, dynamics and complexity involving multiple safety and health issues.

Positions are responsible for planning agency safety goals, training staff members, assuring that standards for quality of work are met, reviewing work and interviewing and selecting new staff members. Positions may supervise several types of work that are characterized by a moderate degree of complexity, well established and readily applicable precedents, standards and regulations, and a moderate number of variables involved in individual projects. Safety areas supervised may include industrial hygiene, waste management, facility inspection, fire safety and staff development. Positions may plan and administer a comprehensive program for an agency with multiple facilities scattered statewide. Work is usually performed under the general supervision of a higher level administrator and may include other duties as assigned.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of safety and health sufficient to analyze complex safety problems and recommend feasible and effective solutions.
- Considerable knowledge of federal and state safety and health codes.
- Considerable knowledge of safe working methods.
- Basic knowledge of technology, techniques, and developments in the safety and health field.
- Basic knowledge of record keeping and reporting practices of the federal and state governments.
- Ability to investigate accidents, determine cause, and recommend remedial action.
- Ability to convince department and division heads of the importance of maintaining a safe environment in their respective divisions or departments.
- Ability to organize and direct the activities of professional employees.
- Ability to train and evaluate the work of others.
- Ability to communicate effectively in oral and written form.
- Ability to establish and maintain effective working relationships
- Ability to develop and present training programs on a wide variety of safety topics

Minimum Education and Experience

Bachelor's degree in safety management, occupational safety, industrial technology or one of the physical sciences from an appropriately accredited institution and a minimum of three years of progressive occupational safety and health experience; or an equivalent combination of education and experience.