Title: Assistant Radiation Safety Officer

Pay Scale Group: 19C

Essential Function

Under general supervision from a designated administrator, oversee the day-to-day technical operations of the Radiation Safety Office. Serve as second-in-command and act on behalf of Radiation Safety Officer in his/her absence.

Characteristic Duties

Direct the daily technical operations of the Radiation Safety Office

Perform and provide supervision for human-use of radioactive material

Act as liaison between the Radiation Safety Office and users of radioactive material or radiation generating equipment

Ensure appropriate procedures to meet departmental needs and regulatory compliance (i.e., DOT, EPA, ODH and OSHA)

Evaluate and troubleshoot problems and make recommendations for improvement

Oversee and implement compliant training programs

Develop, review and update departmental policies and procedures

Serve as member on various committees

Review proposed regulations and evaluate impact on the University of Cincinnati Radiation Control & Safety Program

Manage radioactive waste program and compile appropriate annual radioactive waste reports

Keep abreast of current radiation safety regulations

May provide supervision to exempt and non-exempt staff (i.e., hiring/firing, performance evaluations, disciplinary action, approve time off, etc.)
Perform related duties based on departmental need

**Minimum Qualifications**

Bachelor’s degree in Health Physics or related field with seven (7) years’ relevant experience (Bachelor’s degree in Physical or Biological Science requires an additional three (3) years’ relevant experience); Associates Degree in Health Physics with nine (9) years’ relevant experience; or eleven (11) years’ relevant experience. Experience may include at least one (1) year of supervision. Within 3 months of hire must obtain and maintain “trustworthy and reliable status” as outlined by the Ohio Department of Health; must meet any and all additional state and/or federal regulatory mandates for the position.