Classification Specification for Unclassified Service

Title: Health and Safety Professional 3

Pay Scale Group: 18B

Essential Function

Under general supervision from designated administrator, assist in the development, monitoring, and coordination of safety programs.

Characteristic Duties

Perform duties of Health and Safety Professional 2

Perform complex and specialized field evaluations leading to the recognition, evaluation, and control of chemical, radiologic, biologic, and/or biologic contaminants as part of a comprehensive safety program.

Perform a variety of health and safety fieldwork, assist with complex assessments and make specific recommendations as to the need for, or the effect of, control measures.

Advise the university community regarding safety protocols and procedures to ensure regulatory compliance.

Oversee the development and presentation of safety training programs and educational activities.

Plan, coordinate, and conduct routine and follow-up surveys/field studies and investigations.

Utilize a variety of monitoring, sampling, and/or analytical equipment to evaluate chemical, radiologic, biologic, and/or noise exposures.

Analyze accident and incident reports for trends; make recommendations for correcting unsafe conditions and actions.

Respond to emergencies involving hazardous materials, prepare reports of findings and submit recommendations.

Review building project plans for compliance.

Will provide direct supervision.

Perform related duties based on unit need.

Minimum Qualifications

Master’s with three (3) years’ experience in related field. Bachelor’s degree with five (5) years’ experience –OR- Associates degree with seven (7) years’ experience–OR- 9 years’ experience. Degree must be in industrial hygiene, physical science, chemistry, or biology. Experience must be in basic or clinical research, health physics, or compliance. Within 3 months of hire must obtain and maintain “trustworthy and reliable status” as outlined by the Ohio Department of Health. Some positions may require a commercial driver’s license (CDL). If a CDL is required, the employee must have an acceptable driving record. Requires at least 3 years supervision.