Title: Sr. Radiation Safety Specialist

Pay Scale Group: 16

Essential Function
Under general supervision from a designated administrator, oversee the day-to-day operations of the Radiation Control and Safety Program; provide assistance in radiation functions related to the use of radioactive materials and radiation generating equipment and perform duties a Radiation Safety Specialist as needed.

Characteristic Duties
- Perform all duties of the Radiation Safety Specialist.
- Assist in the day-to-day activities of the department.
- Assist in the development and upgrade of technical procedures related to the routine operation of the Radiation Safety Office.
- Audit the medical use of radiation generating equipment and radioactive materials.
- Monitor and inspect non-medical radiation generating equipment to ensure compliance with federal, state and local rules and regulations.
- Perform necessary analysis/evaluations and make recommendations to ensure compliance with regulatory requirements and good health physics practices involving non-medical use of radioactive materials.
- Serve as member on various committees; act as liaison with faculty and staff in troubleshooting and resolving complex health physics matters.
- Keep abreast of current radiation safety regulations and advise appropriate personnel of any governmental or University policy violations.
- Provide radiation safety training to the University community and other as needed.
- Provide direct 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 three (3) years experience (Bachelor’s degree in Physical or Biological Sciences requires an additional three (3) years experience). Experience must include at least one (1) year of supervision. Must successfully complete a departmentally administered exam. Must obtain within three (3) months of hire and maintain Trustworthy & Reliable status as outlined by the Ohio Department of Health Bureau of Radiation Protection.

Last updated: April 2012