

# Market Range Detail - Safety Specialist

## Effective Date

August 29, 2016

## Market Range Title Description

### POSITION OVERVIEW

The purpose of this position is to coordinate, develop and conduct OSHA related safety training, field work procedures, accident investigations, field safety surveys related to ensure county compliance with OSHA, NFPA, and DOT standards and regulations under general supervision of the Safety Manager. Reviews county work activities and procedures to advise departments on specific safety and loss prevention issues.

### DISTINGUISHING CHARACTERISTICS

This position is the second level in a two-part Safety series.

### ESSENTIAL JOB TASKS

(This is not an all-inclusive list of all job duties that may be required; employees will be required to perform other related duties as assigned. List in order of importance.)

- Inspects county field, shop, warehouse, storage, offices and storage facilities to ensure compliance with 29 CFR OSHA 1910 General Industry and 1926 Construction Industry Occupational Safety and Health Standards and National Fire Protection Association (NFPA) fire and life safety codes.
- Develop and identify safety and health programs to reduce risk and prevent accidents.
- Instruct and educate employees in general safety courses, i.e., Fire Extinguisher, Lockout/Tagout, Confined Space, Blood Borne Pathogen, Defensive Driving, etc.
- Conducts safety and industrial hygiene surveys of employee work practices and County operations.
- Shares in after-hours call-outs for accidents involving serious injuries to employees, damage to County property or possible County liability.
- Conducts field safety surveys such as hearing conservation, indoor air quality, respiratory protection & personal protective equipment.
- Complete all required reports, documentation and training records as related to the Safety Specialist position.
- Coordinates departmental safety recognition and incentive programs.
- Investigate on-the-job injuries and vehicle accidents to determine root cause and make recommendations to prevent reoccurrence of accidents.
- Coordinate with outside agencies, training contractors, fire safety and emergency issues.

## Market Range

Minimum Hourly Rate	Midpoint / Hiring Maximum	Maximum Hourly Rate
\$25.35	\$32.70	\$40.05

## Likely Minimum Qualifications

- Bachelors degree in Safety Management, Industrial Management, Environmental Science, Engineering, Risk Management, Business, Public Administration or related field
- Two years of professional experience in safety or environmental health, accident prevention, and safety training
- Other combinations of education and experience may be considered in substitution of minimum qualifications

### Glossary:

**Market Range Title:** Broad grouping of related positions with like job responsibilities and qualifications. Market Range Titles typically include positions ranging from entry level to senior/lead level unless indicated otherwise.

**Effective date:** The date the salary range was implemented for use.

**Market Range Title Description:** Broad description of sample job duties and responsibilities of positions included in the Market Range Title. Each position included in a Market Range Title also has a job description that is specific to the department. Departments are responsible for writing and maintaining job descriptions for positions in their department. Employee Compensation is responsible for writing and maintaining Market Range Title Descriptions.

**Likely Minimum Qualifications:** Typical minimum qualifications for positions assigned to the Market Range Title. Because a broad group of jobs in different departments are included in a Market Range Title, minimum and preferred qualifications may vary slightly depending on the area of assignment.

**Market Range:** The minimum, midpoint, and maximum salary points for all positions included in the Market Range Title.

**Hiring Range:** The hiring range for all positions is ordinarily the minimum of the market range to the midpoint. The use of a different hiring range must be approved by Employee Compensation. Departments should use a hiring range that is within their funding capabilities and are required to comply with the County's Funded Position Policy ensuring that applicants are extended a rate that is supported by the department's budget.

**Working Title:** The specific title used by a department to identify a position within their organizational structure. Use of working titles is flexible and aimed to assist departments in identifying the unique functions and responsibilities of each position and is representative of the assigned Market Range Title. Ordinarily, supervisory and/or managerial titles should not be used for positions not assigned to a supervisory and/or manager Market Range Title.

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## Working Titles

- Fleet Safety Consultant
- Loss Control Consultant
- Safety Consultant - General
- Safety Consultant - Haz Mat
- Safety Consultant - Heavy Equipment
- Safety Consultant - Public Works

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