

Class Concept

This is supervisory, administrative and managerial work in planning, directing, implementing and evaluating a comprehensive statewide safety and health program for all of the various divisions and institutions of a large and diverse agency.

Safety programs at this level are distinguished from those recognized in lower level classes by the usual presence of full-time division level safety officers, a wider variety of health and safety hazards because of the diversity of technical work found in the agencies, the overall magnitude of safety and health hazards, and the presence of unique and unusual safety and health problems. Employees are responsible for establishing program policies, determining long-range goals and objectives and for providing training for safety officers and designees throughout the departments. Employees consult, coordinate with and serve as liaison to various safety and health agencies and organizations to ensure compliance to laws and regulations governing workplace safety and health, and review completed inspection reports from designees for accuracy and acceptability. Work is usually performed under the general direction of the department secretary or human resources officer.

Recruitment Standards

Knowledge, Skills, and Abilities

- Considerable to 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 perform in-depth analysis of statistical information.
- 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 from an appropriately accredited institution and a minimum of five years of progressive occupational safety and health experience; or an equivalent combination of training and directly related experience.