



		ISSUED: 05/17
TITLE: Occupational Health & Safety Specialist	SALARY TABLE: AP	CLASS CODE: PE367
UNION: P&A, Local 1979, UAW	SALARY GRADE: 12	EEO CODE: 30
JOB GROUPING: Stand Alone	FLSA: Exempt (Learned Professional)	EMPLOYEE CLASS: PE

POSITION PURPOSE

This position will provide leadership and technical direction for WSU employees and contractors performing work on campus that involves potential exposure to hazards. This direction will support compliance with health and safety regulations, guidelines, and best practices. Supports compliance programs related to work planning and design, training, inspections, incident investigation, and other related services.

ESSENTIAL JOB FUNCTIONS

Partner with employees to identify potential hazards. Inspect facilities, and facilitate corrective action activities and/or recommendations to remediate these hazards in order to prevent injuries in collaboration with other departments including Facilities, Public Safety and Risk Management.

Investigate accidents and exposures to identify root causes, provide recommendations and assist with corrective action plans.

Design programs and procedures to control, eliminate and prevent disease or injury caused by chemical, physical and biological agents or ergonomic factors.

Perform quantitative respirator fit testing.

Review employee practices to determine compliance with OEHS policies and procedures. Inspect labs for compliance with controlled substance regulations and BSL2 requirements (Biosafety Level Requirements).

Member of HazMat emergency response team and maintain emergency response equipment inventory.

Conduct safety training for researchers, other employees, students, and visitors as required. Provide industrial hygiene monitoring support as required under the direction of an industrial hygienist.

Assist researchers in preparation of shipments from WSU in compliance with IATA and DOT regulations. Provide EHS support to WSU facilities, art and other non-research departments including hazard assessment.

ADDITIONAL COMMENTS

THIS DESCRIPTION IS INTENDED TO INDICATE THE KINDS OF TASKS AND LEVELS OF WORK DIFFICULTY THAT WILL BE REQUIRED OF POSITIONS THAT WILL BE GIVEN THIS TITLE AND SHALL NOT BE CONSTRUED AS DECLARING WHAT THE SPECIFIC DUTIES AND RESPONSIBILITIES OF ANY PARTICULAR POSITION SHALL BE. IT IS NOT INTENDED TO LIMIT OR IN ANY WAY MODIFY THE RIGHT OF ANY SUPERVISOR TO ASSIGN, DIRECT AND CONTROL THE WORK OF EMPLOYEES UNDER THEIR SUPERVISION. THE USE OF A PARTICULAR EXPRESSION OR ILLUSTRATION DESCRIBING DUTIES SHALL NOT BE HELD TO EXCLUDE OTHER DUTIES NOT MENTIONED THAT ARE OF SIMILAR KIND OR LEVEL OF DIFFICULTY.

This classification level requires a grasp of both involved practices/precedents and scientific theory to conduct inspections, industrial hygiene investigations and training. Work activities demand the application of diversified procedures and specialized standards in situations requiring the search for solutions and new applications of these procedures and standards. This position is responsible for staying current with federal and State regulations and standards and adapting work activities accordingly. This position operates under strict federal and state guidelines and must ensure that the University community at-large is aware of and in compliance with these regulations. This requires the ability to understand and influence the actions of others. This classification is located in the Office of Environmental Health and Safety and reports to and receives work direction from a management level position.

MINIMUM QUALIFICATIONS

Graduation from an accredited college or university with a Bachelor's degree in chemistry or biology. A master's degree in chemistry preferred.

Knowledge of the chemical composition, structure, and properties of substances and of the chemical processes and transformations that they undergo. This includes uses of chemicals and their interactions, danger signs, production techniques, and disposal methods.

A minimum of three years of health and safety work experience. Experience in a research laboratory preferred.

Considerable knowledge of federal, state and institutional health safety regulations (e.g., OSHA, MIOSHA, etc.).

Some knowledge of Industrial Hygiene practices is preferred.

Experience investigating accidents and exposures preferred.