



SAFETY OFFICER II/III

Regulatory Affairs Division

Safety Officer III | Grade 30 | \$58,409.63- \$97,434.11*

Safety Officer II | Grade 32 | \$64,520.57 - \$107,627.87*

Open: April 26, 2022 ▪ **Close:** Open Until Filled

**One position is available; to be filled based on the candidate's qualifications.*

RESPONSIBILITIES

The **Safety Officer** will assist with developing and implementing a comprehensive Safety Program in accordance with VOSH, OSHA, NFPA, and related regulations and standards. This may include investigating unusual conditions; performing accident/incident investigations; performing safety related inspections. Aids in planning, developing and participating in the identification, analysis and removal of potential safety risks and assists with corrective actions and making recommendations for improvement. Serves as UOSA liaison with federal, state and local safety agencies. Leads the UOSA Safety Committee. Supports the UOSA Safety Team in all aspects of team operations to include programmatic, administrative, and logistical assistance. Leads in enforcing and upholding safety regulatory requirements and UOSA Policies. Assists with Environmental Compliance and Security tasks, as needed.

EXAMPLES OF WORK (Illustrative Only)

Safety Officer II

- Develops, coordinates, monitors, reviews and evaluates UOSA's Safety Program;
- Maintains accident records and statistics. Assists with OSHA 300 log annually and as required;
- Conducts routine walk-around safety inspections and educates or corrects employee behavior as appropriate;
- Manages the Event Reporting Program and, in selected cases, conducts investigations of accidents and unsafe conditions including, but not limited to fires, false fire alarms, illnesses, injuries, vehicle accidents, safety near misses, and safety related incidents
- Selects training topics, prepares material, and assists with ensuring all employees receive routine safety training.
- Assists with identifying and certifying employees who require specific training, including but not limited to LOTO, Confined Space, Fire Extinguisher, Forklift, Respirator, and/or AED/CPR training; supports delivery of training, and effective recordkeeping;
- Manages the SDS program and conducts yearly audits to ensure all necessary chemical data is available to staff;
- Performs updates to UOSA Safety Policies and practices as needed, and develops and proposes new policies to increase safety;
- Plans and implements online and classroom training programs using adult learning techniques. Includes new employee safety orientation, CPR/AED/First Aid Training, annual respiratory fit testing, and other ongoing refresher training.

Safety Officer III

- Maintains accident records and statistics. Assists with OSHA 300 log annually and as required;
- Conducts routine walk-around safety inspections and educates or corrects employee behavior as appropriate;
- With assistance, manages the Event Reporting Program and, in selected cases, conducts investigations of accidents and unsafe conditions including, but not limited to fires, false fire alarms, illnesses, injuries, vehicle accidents, safety near misses, and safety related incidents;
- Selects training topics, prepares material, and assists with ensuring all employees receive routine safety training;
- Assists with identifying and certifying employees who require specific training, including but not limited to LOTO, Confined Space, Fire Extinguisher, Forklift, Respirator, and/or AED/CPR training;



- Supports delivery of training, and effective recordkeeping;
- Manages the SDS program and conducts yearly audits to ensure all necessary chemical data is available to staff;
- Assists with updates to UOSA Safety Policies and practices as needed and develops and proposes new policies to increase safety.

REQUIREMENTS

- **Safety Officer II**
 - Bachelor's degree in a Safety, Environmental Science or related field and three (3) or more years of direct experience in a safety related job are required. Associate Safety Professional Certification, OSHA 30 Hour Certification, and CPR/AED/First Aid Certification are highly preferred. Any equivalent combination of safety education, experience and certification will be considered. Previous work experience in an industrial setting is highly desired.
- **Safety Officer III:**
 - Bachelor's degree in a Safety, Environmental Engineering/Science or related field is required. OSHA 30 Hour Certification, CPR/AED/First Aid Certification, and CPR/AED/First Aid Instructor's Certification are highly preferred. Some experience in a safety or industrial hygiene related job and / or in an industrial work environment is preferred but not required.
- Must be able to obtain a CPR/AED/First Aid Instructor's Certification within three (3) months of hire, if not already certified.
- Must be physically able to wear and utilize a respirator.
- Must be able to handle physical requirements related to industrial and construction sites to include extensive walking, bending, stooping, climbing of stairs and ladders, lifting and carrying up to 50 pounds.
- Possession of a vehicle operator's license valid in the Commonwealth of Virginia is required.

The vacancy notice does not imply that these are the only duties, including essential duties, to be performed in the position. Please request a full job description from the HR Department via email at good.jobs@uosa.org.

**DOE-Starting salary will be between minimum and midpoint in the range.*

All employment offers are contingent upon the successful completion of a pre-employment drug and alcohol screening, physical exam, and background check paid for by UOSA.

In order to be fully considered for the position, all applicants must submit a complete online application along with an updated resume via the UOSA website: Uosa.org/Careers > **Candidate Profile**.

Once logged into your profile, click on **Find Jobs** in the upper left-hand corner of the screen, followed by **Search for Jobs**. Review the vacancy and apply for the position.