

**KERN COUNTY SUPERINTENDENT OF SCHOOLS
REVISIONS APPROVED JULY 2020
RANGE: 55.0
CLASSIFIED – OVERTIME EXEMPT
CODE: 2, 6, 7**

SAFETY AND LOSS CONTROL SPECIALIST III

DEFINITION

Under the supervision and evaluation from assigned Director, to perform technical consultation, workplace assessments, employee monitoring, job hazard analysis, and compliance reviews, train district employees, assist emergency response teams, and conduct safety and loss control functions, for Self-Insured Schools of California (SISC I and SISC II) member agencies.

Perform other related work as required.

ESSENTIAL FUNCTIONS

Directly responsible for the following duties in assigned districts:

conduct six-month AHERA surveillance reviews;

conduct AHERA accredited three-year reinspections;

assist member districts with the implementation of the AHERA Operations and Maintenance plan;

maintain individual district asbestos management plans and provide required documentation of activity as required in the AHERA legislation;

provide contract administration consultation services;

develop training curriculum relating to various safety and loss control issues;

conduct training for member district administrators, instructors, and staff;

provide technical consultation service for districts regarding asbestos, lead paint, hazardous materials, ergonomic risk factors, toxic exposures, and other related safety issues;

assist emergency response teams as necessary and appropriate to determine exposure hazards, facility stability, occupancy hazards, etc.;

conduct various safety and environmental control functions while making visits to the school sites such as site audits, facility safety inspections, and building appraisals;

assist districts with implementation of their Injury and Illness Prevention Program;

interpret regulations and legal requirements to determine applicability to member district operations;

assist districts with regulatory compliance issues;

advise districts regarding 'best practices' for reducing worker injuries, and implementing safety programs;

conduct air monitoring to evaluate personal and workplace exposures;

conduct job hazard analysis;

respond to indoor air quality concerns to include conducting site investigations, air monitoring, contaminant assessment, and providing guidance for remedial action;

develop compliance programs;

respond to various ergonomic related issues including the identification of risk factors associated with a wide range of job tasks/positions;

act as liaison between school districts and regulatory agencies;

interact with regulatory agencies, state agencies and committees regarding school safety issues and loss control issues;

other duties as assigned.

QUALIFICATIONS

Knowledge of:

Basic knowledge of building inspections and bulk sampling techniques as required by AHERA;

basic knowledge of asbestos management plans and their implementation;

knowledge of applied sciences such as chemistry and physics, toxic materials, fire prevention, and human factors engineering (ergonomics);

basic knowledge of personal and workplace monitoring and sampling to determine contaminant levels and exposure levels;

modern office practices and procedures;

must possess knowledge of and willingness to stay abreast of trends, innovations and practices related to safety, environmental, and loss control concepts;

be familiar with standard business machines and automated data management, storage and retrieval systems and other business/safety related equipment.

Ability to:

Skillfully perform tasks pertaining to safety and environmental specialty related activities;

communicate effectively in public, in conference, and in written materials;

have demonstrated ability to work harmoniously with the staff and administrators, both as a leader and group member in oral and written form;

understand and carry out oral and written directions;

establish and maintain cooperative working relationships;

exhibit an energetic and vital personality;

have the proven ability of effective expression and public presentation.

Experience:

Minimum of five (5) years of experience in safety, environmental, and/or risk management field.

Must have held a position with prior experience in developing compliance programs.

Education:

Must hold a Bachelor's degree or have demonstrated equivalent training in the safety or risk management field.

License/certificate requirements:

Obtain required Cal-OSHA asbestos Site Surveillance Technician Certificate within one year and Cal-OSHA Asbestos Consultation Certificate within two years of employment;

Certified Safety Professional (CSP) desired or in pursuit of CSP.

Conditions of employment:

Some positions may require proof of privately owned automobile insurance and possession of a valid California Motor Vehicle operator's license which must be maintained for the duration of the assignment.

Fingerprint clearance by both the Federal Bureau of Investigation and the California Department of Justice is a condition of appointment after all other required job conditions have been met.

Must present verification of completion of Child Abuse Mandated Reporter training or obtain verification within six (6) weeks of hire and annually thereafter, as required by the California Child Abuse and Neglect Reporting Act.

This position is overtime exempt and has a probationary period of six months.

RT: rn

7/21/2020

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