

KERN COUNTY SUPERINTENDENT OF SCHOOLS
REVISIONS APPROVED SEPTEMBER 2012
RANGE: 47.0
CLASSIFIED
CODE: 2, 3, 4, 7

SAFETY AND LOSS CONTROL SPECIALIST I

DEFINITION

Under supervision and evaluation from the assigned Director, assist in performing technical consultation services and compliance reviews, assist in training district employees, perform accident investigations, and perform 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

Perform workstation evaluations related to ergonomic risk factors;

conduct training for district employees on various safety and health related issues;

assist districts with implementation of their Injury and Illness Prevention Program and the implementation of employee safety programs;

conduct site inspections and accident investigations related to worker injuries and facility inspections;

assist member districts with AHERA compliance including functions associated with periodic surveillance, assist in conducting AHERA accredited three-year reinspections, and maintain district's asbestos management plans;

conduct various safety and loss control functions while making visits to the school sites as needed;

perform other duties as assigned.

QUALIFICATIONS

Knowledge of:

Modern office practices and procedures.

Must possess knowledge of and willingness to stay abreast of trends, innovations and practices related to worker safety, ergonomics, facility safety and environmental control concepts;

be familiar with standard business machines, 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, including basic math functions;

communicate effectively in oral and written form;

understand and carry out oral and written directions;

establish and maintain cooperative working relationships;

to work harmoniously with the staff and administrators, both as a leader and group member.

Experience:

Experience with emphasis in safety, ergonomics, engineering, industrial hygiene, school facility supervision or related field is desirable.

Education:

Bachelor's degree or a minimum of two (2) years of work experience in safety, school facilities, ergonomics, industrial hygiene, or related field is required.

Physical requirements:

Performance of the essential functions of this position ordinarily requires the following physical abilities:

1. See for the purposes of reading laws and codes, rules and policies and other printed matter.
2. Operate a vehicle.
3. Inspect facilities.
4. Read equipment meters.
5. Hear and understand speech at normal levels.
6. Speak so others can clearly understand a normal conversation in person and on a telephone.
7. Stand for an extended period of time.
8. Walk on uneven surfaces.
9. Stoop, kneel, and crawl.
10. Push and pull.
11. Reach in all directions.
12. Work at heights.
13. Work in closed/confined spaces.
14. Ascend and descend ladders.
15. Operate office equipment, including PC Keyboard.
16. Lift 50 lbs.
17. Carry 50 lbs. short distances.
18. Work in the elements (temperature extremes).
19. Write legibly using pencil and/or pen
20. Finger dexterity to operate monitoring, detection and personal protection equipment.

21. Sufficient upper body strength to lift own body weight from a ladder or other surface to a platform as much as 6 to 8 inches above shoulder.

Conditions of employment:

A preplacement medical assessment/health screening, at office expense, is a condition of appointment after all other required job conditions have been met.

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 has a probationary period of six months or 130 days, whichever is longer.

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