

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV35353
Job Class Code:	740	Salary Schedule:	AREG
EEO Category:	02	Grade:	19
Workers Comp Code:	9410		

Job Code Established:	07/01/89	Effective Date:	07/01/89
Job Code Revised:		Effective Date:	

JOB CODE SERIES: Regulation of Occupational Health & Safety Standards Series

JOB CODE TITLE: OCCUPATIONAL SAFETY CONSULTANT III

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CHARACTERISTICS OF THE CLASS: Works under the general supervision of a first-line supervisor or higher graded Occupational Safety Consultant or Occupational Safety Administrator. Independently conducts safety investigations and consultations. Has the authority to conduct full range occupational safety inspections and investigations in workplaces pursuant to the Arizona Occupational Safety and Health Act or by other authority; to post Imminent Danger Notices in workplaces where employees are being exposed to life threatening hazards; to recommend issuance of citations, penalties, or other appropriate notice for violations; to obtain Superior Court Administrative Warrant whenever an employer interferes with or refuses entry for an inspection; to accept employee and discrimination complaints. Performs the full range of occupational safety investigations of industrial establishments, construction projects and other work environments for conditions of compliance and enforcement of State and Federal safety standards, regulations, laws, rules and codes. This is the journey level for Occupational Safety Consultants. Work product consists of completed inspections and investigations; completed legal proceedings for contested or disputed inspection results; preparation of reports and case files; and valid assessment of potential workplace safety hazards. Responsible for conducting journey level occupational safety investigations in all types of industries throughout Arizona; for ensuring compliance and for fostering better informed industry, public, and more safety and health conscious employers and employees.

EXAMPLES OF DUTIES: Exercises independent judgment in inspecting workplaces for occupational safety and health hazards, e.g., contacts employer, interviews employees and union representatives, reviews occupational safety and health records, evaluates workplace hazards, conducts monitoring, collects samples, takes photographs, etc. writes reports of inspections and investigations, e.g., prepares case files by completing required forms, writing narratives, assessing employee exposures, documenting hazards and recommending citations and penalties. Determines appropriate monitoring and sampling strategies; provides technical advice and assistance regarding safety of personnel and protective measures. Provides occupational safety information and training to employees and employers. Interprets and evaluates data compiled through sampling and monitoring processes; makes determinations regarding adequacy of corrective measures; determines feasibility of corrective measures that may be utilized by an employer. Conducts training seminars and safety meetings for accident prevention and loss control programs; works with management in developing safety programs tailored to specific needs. Maintains and calibrates a variety of safety, sampling, and monitoring equipment; tests equipment to ensure proper operation. May serve as a Loss Control or Risk Management Coordinator. Confers with local government representatives, gathering information regarding features and conditions in locality. Gives and receives information requiring considerable judgment and authority regarding current and specific business of the work unit by telephone or direct contact. Confers with local government, private industry or public officials and staff to inform them of services provided by the agency. Initiates legal actions or hearings for the eventual prosecution of violators. Performs related work as required.

WORK CONDITIONS: Requires frequent daily travel/occasional overnight travel of up to one week in duration. Subject to hazards peculiar to industrial or construction work environment when working in these areas.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: Good knowledge of occupational safety standards, codes and regulations such as the Arizona Occupational Safety and Health Act, the ADOSH Field Operations Manual, ADOSH Policies and Procedures Manual, Loss Control Program Standards for State Agencies, etc.; occupational safety hazards; e.g., unsafe trenching practices, underground storage tank construction, electrical and unguarded equipment hazards; methods, procedures and techniques used in testing and sampling materials, soil, air, water, gases and dusts or powders; standard industrial and construction building and manufacturing processes and work practices; hazardous materials and substances and their effects on the work environment.

Skill/Ability to: analyzing and evaluating a wide variety of technical data to include test results, reports and plans; the operation, calibration and maintenance of a variety of safety, monitoring and testing equipment, and in the interpretation of equipment and lab results; oral and written communication; interpersonal relations, as applied to contacts with representatives of other governmental agencies, other agency staff, private industry and the public. One year of experience as an Occupational Safety Consultant II; OR a Bachelor's degree in occupational safety and health or in industrial safety; OR three years of experience in identifying, preventing or eliminating safety hazards in work methods or environmental conditions in government or private sector workplaces. Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.