

## CLASSIFICATION SPECIFICATION

<b>FLSA:</b>	<b>NEXP</b>	<b>Job Code:</b>	<b>ACV35357</b>
<b>Job Class Code:</b>	<b>740</b>	<b>Salary Schedule:</b>	<b>ASRROCSFT</b>
<b>EEO Category:</b>	<b>02</b>	<b>Grade:</b>	<b>20</b>
<b>Workers Comp Code:</b>	<b>9410</b>		

<b>Job Code Established:</b>	<b>01/01/01</b>	<b>Effective Date:</b>	
<b>Job Code Revised:</b>		<b>Effective Date:</b>	

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

**JOB CODE TITLE:** STATE OCCUPATIONAL SAFETY CONSULTANT

**HRIS TITLE:** STATE OCCUPL SFTY CONS

**CHARACTERISTICS OF THE CLASS:** Performs journey level work by providing technical expertise in areas such as enforcement, training, and consultative services to public and private establishments for the Industrial Commission. The Industrial Commission is solely responsible for regulation and enforcement of occupational safety and health standards and for ensuring compliance of applicable federal and state laws, rules, codes and regulations for private and public sector organizations in the State of Arizona. Travels to various work sites throughout the State.

**EXAMPLES OF DUTIES:** Under general supervision, exercises judgment in conducting investigations into occupational safety and health complaints and work-related accidents and fatalities. Plans onsite inspections, with or without advance notice, researches and analyzes work processes, practices, and conditions. Interviews employees and management, obtains evidence of regulatory violations through the use of measurement devices and photographs of unsafe conditions and/or reviews mandated records as required by appropriate federal and state laws. Determines appropriate monitoring and sampling strategies used in interpreting and evaluating data. Develops reports, completes forms of inspections and investigations, prepares narratives, and recommends citations and penalties, legal actions, hearings for prosecution of violators. Provides occupational safety and health consultative assistance and training to employers; develops safety programs; and identifies preventive measures. Conducts studies, and prepares reports, collects, compiles and analyzes statistical data on the effectiveness of occupational safety and health programs.

### **KNOWLEDGE, SKILLS, AND ABILITIES:**

**Knowledge of:** Federal and state occupational safety and health standards applicable to public and private establishments. Industrial and construction building standards, manufacturing processes and work techniques to recommend new methods that will minimize or eliminate hazardous operations, conditions and practices. Various types of equipment used in testing and sampling materials, soil, air water, gasses and dusts or powders. Hazardous materials and substances and their effects on the work environment.

**Skill/Ability to:** Operation, calibration, and maintenance of a variety of safety monitoring and testing equipment. Verbal and written communication. Determine cost effective and appropriate corrective measures to minimize workplace safety hazards. Maintain interpersonal relationships. Analyze and evaluate a wide variety of technical data, which includes lab results and report preparation.

**SPECIAL SELECTION FACTORS:** A current Arizona driver's license appropriate to the assignment is required at the time of appointment. Some positions in this class may require a medical/physical evaluation prior to appointment. Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted. Typical ways to obtain the KSAs would be: Three years of experience in identifying, preventing or eliminating safety and health hazards in government or private sector workplaces A Bachelor's degree in occupational safety and health, industrial safety, or related fields and one year of experience. Other combinations of education and experience that meet the minimum requirements may be substituted.