

SNOHOMISH COUNTY JOB DESCRIPTION

SAFETY SPECIALIST, SENIOR

Spec No. 2374

BASIC FUNCTION

Assists the County Safety Officer with the compliance with federal, state and local regulations, implementation of safety education and accident prevention programs, and promoting a safe environment for employees and customers.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Develops and implements safety education and accident prevention programs.
2. Inspects county facilities, construction projects, and worksites to identify safety hazards, unsafe working conditions and assure regulatory compliance.
3. Recommends measures to correct hazards and unsafe conditions.
4. Assists in the investigation of incidents, accidents and injuries; recommends methods to prevent recurrence.
5. Reviews, analyzes and resolves facility and employee safety issues.
6. Conducts employee safety training; safety meetings and group presentations to promote safety and accident prevention programs.
7. Interprets and applies Snohomish County safety policies and other state/federal rules and regulations pertaining to occupational safety and health in support of risk management goals.
8. Provides advice and technical assistance to employees regarding safety policies, regulations, and accident prevention practices.
9. Monitors and observes the work practices of contractors, vendors and volunteers for compliance with all applicable safety rules and regulations.
10. Represents the Safety Office on various county safety committees.
11. Coordinates or conducts Risk Management sponsored training such as First Aid/CPR/AED, hot work, defensive driving.
12. Coordinates and monitors analytical data and compiles statistical information to produce safety performance reports.
13. Prepares, develops, and distributes safety education using various formats (ex. classroom, tailgate, email, posters, e-learning, newsletters, and safety website).

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STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

14. Uses environmental and health monitoring instruments to test and evaluate employee exposure to health hazards and environmental exposures.
15. Provides assistance in the technical application of specialty areas such as industrial hygiene and ergonomics.

STATEMENT OF OTHER JOB DUTIES

16. Performs related duties as assigned.

MINIMUM QUALIFICATIONS

A Bachelor's degree in safety, or other field directly related to occupational safety and health administration; AND, five (5) years of experience in accident prevention methods, safety education, training, safety inspection, and accident prevention; OR, any equivalent combination of training and/or experience that provides the required knowledge and abilities. Must pass job related tests.

SPECIAL REQUIREMENTS

A valid Washington State Driver's License is required. A First Aid/CPR/AED certification is required within the first six (6) months of employment.

KNOWLEDGE AND ABILITIES

Knowledge of:

- Federal, state and local industrial safety and health regulations including State General Safety Standards, the Occupational Safety and Health Act and the Washington Industrial Safety and Health Act
- Washington State Industrial Insurance laws, rules and regulations
- county code, regulations and ordinances
- current office practices, procedures, equipment, communication and software applications
- safety and accident prevention principles, practices, and procedures
- safety inspection methods and techniques
- ergonomics theory and applications in an office, field or industrial setting
- emergency management and disaster preparedness techniques
- training approaches and adult learning styles
- program development, implementation, and evaluation practices

Ability to:

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KNOWLEDGE AND ABILITIES (Continued)

- plan, coordinate and conduct safety education and training programs
- conduct safety inspections, identify safety hazards and unsafe working conditions, and recommend and implement appropriate corrective measures
- investigate accidents and injuries to determine causes, and recommend and implement corrective measures
- read, interpret, understand and explain a variety of regulatory materials including Snohomish County code, OSHA/WISHA/DOSH regulations and State Industrial Insurance laws, rules and regulations
- analyze and evaluate statistical data; prepare appropriate safety and accident prevention recommendations accordingly
- write and summarize detailed and complex information in simple terms for communication to various audiences
- perform audiometric tests with noise evaluating equipment including sound level meter and audio dosimeter
- perform and interpret tests for Indoor Air Quality using an environmental monitoring instrument
- establish and maintain effective work relationships with all levels of county staff

SUPERVISION

The employee reports to the County Safety Officer. The work is performed with minimum supervision and performance is reviewed through regular meetings, status reports and measurable results.

WORKING CONDITIONS

The work is primarily performed in the supported division's working environment with frequent field trips to work sites located throughout Snohomish County. The work may require regular use of personal protective equipment and the ability to perform strenuous activity. The employee is exposed to a variety of hazards such as working around heavy equipment and is exposed to dust, fumes, grease, strong odors, inclement weather, etc. The employee may be required to work evenings, weekends, and holidays as necessary.

Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.
[EEO policy and ADA notice](#)

Class Established: February 2015
EEO Category: 2 - Professionals
Pay Grade: 240 – Classified Pay Plan
Workers Comp: 1501-Hazardous