

## SAFETY MANAGEMENT SPECIALIST

# DEPT OF ENVIRONMENTAL QUALITY

*We are looking for results-oriented, driven individuals with a thirst for problem solving.*

*At Arizona Department of Environmental Quality (ADEQ) our vision is to be the number one state in the nation in balanced, leading-edge environmental protection; through technical and operational excellence; and radical simplicity for customers and staff. We are currently looking for employees who are committed to our Agency, passionate to excel in their career and engaged in our mission. Only this caliber of employee will be successful in driving our Agency towards accomplishing our vision.*

## SAFETY MGMT. SPECIALIST

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### Job Location:

Address: 1110 W Washington St, Phoenix AZ

This position is not eligible for remote work

### Posting Details:

Salary: 50,000-60,000

Grade: 21

Closing Date: 3.23.21

### Job Summary:

As our **Safety Management Specialist**, you will exercise considerable independent judgment within established safety program policies and procedures required for the entire agency. You have the authority to ensure the Agency occupational safety programs, policies, inspections, incidents and loss control complaints, referrals and trainings are completed to ensure our employees' safety. This position ensures the agency is in compliance with State and Federal Occupational Safety and Health standards and regulations and also adhere to the internal policies. You will divide your time between the primary duty of managing the internal Occupational Safety and Health Program for ADEQ and the secondary duty of providing training to support employees. This is not a remote position.

### Job Duties:

#### Safety Program Development and Compliance:

- Develop, coordinate, implement, and maintain a comprehensive Agency-wide occupational health and safety program designed to prevent injury, occupational illness and damage to property.
- Develop agency-wide and/or program specific safety and health directives. Research the applicability of administrative and regulatory requirements and other health and safety laws and implement the applicable ones accordingly. Align the safety programs to Arizona Management System.
- Maintain the safety and health programs documentation based on the internal and regulatory requirements.
- Assess facility and site inspections or drills, job hazards analyses, and other evaluations to identify hazards and potential risks.
- Review and evaluate the available information to propose solutions for preventive and corrective actions.
- Maintain agency safety related manuals, including preparation and distribution of appropriate updates.
- Determine applicability of administrative and regulatory requirements and other health and safety laws and implement applicable regulations and standards.
- Maintain current knowledge of state and federal legislation, regulations and practices in safety and health and advise agency management regarding the impact on agency operations.
- Understand the cross-functional knowledge/requirements and integrate in agency safety programs that have a direct impact on the results and employee culture.
- Continuously find opportunities to improve the safety program effectiveness, efficiency, and simplicity, and put them into practice.

#### Safety Program Training:

- Establish and implement safety training objectives and provide safety/health related training.

### Knowledge, Skills & Abilities (KSAs):

- Knowledge of ADEQ, OSHA, ADOSH laws, ordinances, rules and regulations on occupational safety and health; principles of hazardous materials and waste management, RCRA and OSHA classifications; principles and techniques of employee training; safety compliance and general liability risk management issues is required.
- Ability to plan, organize, promote, and implement a comprehensive health/safety program is required.

Selective Preference(s):

- Bachelor's degree in safety engineering, occupational health, environmental health, industrial engineering, or a closely related field is required.
- 5+ years of experience required in areas such as safety, accident prevention, environmental health, industrial hygiene or occupational risk management.
- Certification as an Associate in Risk Management, Associate Safety Professional, and/or Certified Safety Professional is preferred.

Pre-Employment Requirements:

None

Benefits:

Among the many benefits of a career with the State of Arizona, there are:

- 10 paid holidays per year
- Accrual of sick and annual leave beginning at 12 and 13 days per year respectively for full-time employees
- A top-ranked retirement program with lifetime pension benefits
- A robust and affordable insurance plan to include medical, dental, life, short-term and long-term disability
- An incentivized commuter club and public transportation subsidy program
- We promote the importance of work/life balance by offering workplace flexibility
- We offer a variety of learning and career development opportunities

*For a complete list of benefits provided by The State of Arizona, please visit our [benefits page](#)*

Retirement:

ASRS Lifetime Benefit Pension Plan

Contact Us:

Persons with a disability may request a reasonable accommodation such as a sign language interpreter or an alternative format by contacting HPO@azdeq.gov.

Requests should be made as early as possible to allow time to arrange the accommodation. Arizona State Government is an AA/EOE/ADA Reasonable Accommodation Employer.