

*Code: 1557*

*Title: SAFETY & HEALTH LOSS CONTROL OFFICER–FINANCE & RISK  
MANAGEMENT*

**SUMMARY:** Provides technical and management level recommendations to Pima County departments regarding environmental, safety and health technical regulatory and policy issues; assists in the management of a county-wide safety, health and environmental loss control and prevention program.

**DUTIES/RESPONSIBILITIES:** (Work assignments may vary depending on the department's needs and will be communicated to the applicant or incumbent by the supervisor.)

Apprises the Risk Manager or designee on safety, health and environmental concerns for the county and user departments;

Plans, develops, implements, assesses and audits county safety, health and environmental programs;

Analyzes the impact of county operations on the safety and health of county employees and the public;

Analyzes and audits proposed and current federal, state and local safety and health legislation and regulations and assists in developing county input in the process and implementing regulations as revised;

Analyzes final safety, health and environmental regulations and statutes and their impact on county departments and operations;

Provides technical training to county department employees, supervisors and management on topics related to their department's safety, health and environmental issues and programs;

Develops programs ensuring compliance with federal, state and local safety, health and environmental statutes and regulations;

Assists county departments in implementing regulations, requirements and best practices and audits departmental compliance;

Provides guidance and interpretations to departments or staff to ensure issues, programs, regulations and standards are properly implemented and maintained within the departments;

Reviews and approves county-wide departmental written health and safety programs and procedures and assists departments in the implementation of health and safety programs;

Oversees and coordinates efforts of outside consultants and remediation contractors;

Answers complex technical safety and health questions using federal, state and local safety and health standards and other regulatory administration standards, interpretations, and codes including best practices;

Conducts research, investigations and site inspections and prepares and presents related written reports and recommendations to department personnel and follows up to ensure compliance has been achieved;

Identifies and trains county department personnel in preliminary safety, health and environmental assessment, audit and safety management techniques;

Organizes a safety and health committee to provide feedback and communicate with user departments.

#### **KNOWLEDGE & SKILLS:**

Knowledge of:

- principles and practices of safety, health, training and environmental science and engineering;
- field safety, health and environmental monitoring protocols, methods and equipment;
- safety, health and environmental inspections and audits;
- technical programs, research techniques, and trends in the practice of safety, health and environmental investigation, controls and remediation and their application to a public entity;
- federal, state and local safety, health, fire and environmental statutes, codes, regulations and programs;

- relationships of county operations to safety, health and environmental impact to employees, and the general public;
- analytical and investigative methods and procedures;
- principles and practices of time and project management.

Skill in:

- applying safety, health and environmental loss control techniques to effectively manage and reduce the county's safety, health and environmental risk;
- overseeing a county-wide safety, health and environmental loss control program;
- assisting in developing and implementing new safety, health and environmental policies and procedures;
- conducting field assessments, technical research and audits of safety, health and environmental exposures;
- applying federal, state and local regulations, and evaluating procedures and situations to determine the county's exposure to safety, health and environmental risk;
- communicating effectively, both orally and in writing.

MINIMUM QUALIFICATIONS:

A Bachelor's degree from an accredited college or university with a major in safety, health, industrial hygiene, environmental science, environmental engineering, risk management or a closely related field as defined by the appointing authority at the time of recruitment, and three years of professional level experience in the field of safety, health, industrial hygiene, risk management or environmental quality.

OTHER REQUIREMENTS:

Licenses and Certificates: Possession of a valid Arizona Drivers License with appropriate endorsement(s), as defined by the appointing authority.

Physical/Sensory Requirements: Physical and sensory abilities will be determined by position.

This classification specification is intended to indicate the basic nature of positions allocated to the classification and examples of typical duties that may be assigned. It does not imply that all positions within the classification perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.