

ASSOCIATE CONSTRUCTION SAFETY SPECIALIST	1796
CONSTRUCTION SAFETY SPECIALIST	1792

DEFINITION

An Associate Construction Safety Specialist assists in the implementation and coordination of the District's comprehensive program for construction safety oversight for the District's Owner Controlled Insurance Program. A Construction Safety Specialist performs the more complex technical work related to the monitoring of construction safety and provides work direction to employees assigned to field safety activities.

TYPICAL DUTIES

- Conducts construction project site safety audits of work methods to identify improper procedures, checks equipment and facilities for hazardous conditions, and recommends corrective actions.
- Monitors policies, procedures, programs, standards, and design criteria affecting construction safety of multiple construction projects.
- Investigates on-site construction accidents and complaints to determine root cause and recommend effective hazard controls.
- Conducts noise, ventilation, and gas testing at construction sites to determine if employees may be exposed to unhealthful conditions and makes appropriate recommendations.
- Conducts construction safety and standard reporting procedure training programs for project managers and on-site employees.
- Collects and analyzes injury, claim, and safety survey statistical data to write technical reports and make presentations to contractors and District management regarding contractor performance.
- Coordinates construction safety activities such as project site safety audits and attends pre-bid and post-award contract meetings as a member of the Owner Controlled Insurance Program (OCIP) team.
- Reviews construction health and safety plans submitted by contractors for accuracy and conformance with safety standards.
- Trains, assigns projects and tasks to lower-level personnel, and reviews reports for completeness and accuracy. (Construction Safety Specialist only)
- Performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

An Associate Construction Safety Specialist conducts construction project site safety audits; makes recommendations for adherence to applicable laws, regulations, and District requirements; and works with District employees and contracted personnel to implement accident prevention measures.

A Construction Safety Specialist performs the more complex technical work for larger construction project sites and may give work direction to Associate Construction Safety Specialists and other staff.

The Construction Safety Manager manages and coordinates the safety activities of all construction projects and develops systems to ensure compliance with all local, State, and federal regulations.

SUPERVISION

A Construction Safety Specialist receives general supervision from the Construction Safety Manager or a Deputy Director of Risk Management and Insurance Services. Work direction may be exercised over Associate Construction Safety Specialists.

An Associate Construction Safety Specialist receives general supervision from the Construction Safety Manager. No supervision is exercised.

CLASS QUALIFICATIONS

Knowledge of:

- Cal/OSHA Construction Safety Orders (Title 8, 1926) and other applicable regulations relating to employee safety and accident prevention
- Applicable local, State, and federal laws, rules, and regulations governing school facilities construction and engineering for a school district
- Owner Controlled Insurance Programs in relation to District construction activities
- Equipment and construction techniques used in the design and construction of various school facilities
- Methods used to correct existing and potential safety hazards
- Principles of safety management
- Principles of CPR and first aid
- Principles of safety training

Ability to:

- Recognize hazardous construction site conditions and unsafe acts and execute appropriate corrective measures
- Conduct thorough investigations of construction accidents to determine root causes and recommend effective hazard controls
- Respond quickly and appropriately in emergency situations
- Operate a computer workstation and associated peripheral equipment
- Maintain effective relationships with contractors and District personnel
- Speak effectively, write clearly, and make presentations to a variety of groups

ENTRANCE QUALIFICATIONS

Education:

Graduation from a recognized college or university with a bachelor's degree preferably in construction engineering, construction management, occupational safety, industrial engineering, environmental engineering, industrial hygiene, or a closely related field. Additional qualifying experience may be substituted for the required education on a year-for-year basis.

Experience:

Associate Construction Safety Specialist:

One year of experience identifying, evaluating, and controlling safety hazards on construction sites, monitoring contractors' safety programs for compliance, and providing construction safety training.

Construction Safety Specialist:

Three years of experience identifying, evaluating, and controlling safety hazards on construction sites, monitoring contractors' safety programs for compliance, and providing construction safety training.

Special:

A valid California Driver License

Use of an automobile

A Certified Safety Professional (CSP) credential is preferable

Completion of the OSHA 500 and 501 courses and HAZWOPER training is preferable

SPECIAL NOTES

1. Requires wearing a negative pressure respirator
2. Employees in these classes are subject to call at any hour
3. May be required to work at heights or in confined spaces

This class description is not a complete statement of essential functions, responsibilities, or requirements. Requirements are representative of the minimum level of knowledge, skill, and/or abilities. Management retains the discretion to add or change typical duties of a position at any time.

New Class

05-11-05

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