



Job Title: Safety & Occupational Health Specialist

Grade: 11

Salary: \$64,603 - \$83,287

Requirements: Bachelor's degree from accredited University in safety or occupational health fields or 2-3 years of relevant work experience

Qualifications: Knowledge of safety and occupational health rules, regulations, techniques, procedures and standards applicable to the performance of inspections and investigations.

Job Description:

Collective Bargaining Unit (Union): This position is in the collective bargaining unit.

This position is located in the Labor Standards Bureau, Office of Occupational Safety and Health of the Department of Employment Services. The Office of Occupational Safety and Health has the responsibility to assure the workplace safety of all persons employed (private and public sectors) in the District of Columbia with the exception of persons employed by the Federal Government. This Specialist is required to perform duties related to the following:

Outreach:

- Conducts outreach, as well as interventions to increase awareness of available Occupational Safety and Health services to small business private companies in the District of Columbia.
- Conducts research to determine eligibility and suitability for small business support and determine appropriate service delivery strategies.

Case Management:

- Conducts follow-up on customer sites to ensure effective safety and health work conditions at the worksite.
- Maintain detailed written documentation on worksite activities including physical hazards, health exposures, monitoring of individual worksites and contracts of temporary workers and follow-up activities.
- Provides work site services focusing on surveys that will assist in providing a safe and healthful workplace to employees.

Compliance:

- Works with new and repeat employer partners to assure worker safety and health protections and new employer occupational safety and health training are maintained.
- Utilizes labor market, OSHA high hazard guides and employer North American Industrial Classification System (NAICS), and the Bureau of Labor Statistics (BLS) information to identify and evaluate workforce trends.