



Gary Sanitary District

Job Vacancy

SAFETY OFFICER

Department: Operations

Status: Full-Time

Reports To: Executive Director & Director of Operations

Date Posted: **Thursday, October 10, 2024** Date: Removed: **Thursday, October 30, 2024**

JOB DESCRIPTION:

Incumbent serves as the Safety Officer for GSD/GSWMD, responsible for developing, implementing, administering, and monitoring safety programs to ensure a safe workplace as well as monitors compliance with applicable regulations. Responsible for enforcing safety policies in the work place.

Inspecting Gary Sanitary District/Gary Stormwater Management (GSD/GSWMD) facilities; monitoring legislative changes, recommending policy changes to ensure compliance with Federal, State and Local laws and regulations, and writing safety plans and programs.

Researching, developing, evaluating, implementing, and enforcing safety policies and procedures in compliance with all applicable State, Federal, and Local rules, and regulations.

Maintaining safety and risk management related records. Preparing or overseeing the preparation of all policies, procedures, and forms related to safety and risk management for GSD/GSWMD employees.

Developing, coordinating, and conducting employee training on a wide range of safety, security, and emergency response issues. Preparing, coordinating, and implementing emergency preparation and response plans. Monitors health and safety legislative and regulatory changes; evaluates implications for GSD/GSWMD policies, programs and operations and recommends changes to ensure compliance; stays abreast of industry practices and trends. Conducting special and periodic inspections of GSD/GSWMD facilities, structures, and operations to identify safety and environmental hazards.

Prepares and follows up on inspection reports of hazards and required abatements. Conducting accident investigations and implementing programs, training, and equipment changes needed to correct identified causes of accidents.

Responds to the scene of vehicular accidents and prepares required reports on employee accidents. Provides on-site safety support for inspection teams evaluating GSD/GSWMD facilities and structures.

Responsible for the Hazardous Communication program including Safety Data Sheets. Provides training on chemical hazards and proper protective measures for all employees. Responsible for their own safety and the safety of coworkers by recognizing hazards and potentially hazardous situations and having an awareness of safe practices on the job site. Performs other duties as assigned.

QUALIFICATIONS:

Bachelor's degree in safety, health, environmental, business or public administration, or a related field; and three (3) years of professional experience in an occupational health and safety.

OR Associate's degree in safety, health, environmental, or a closely related field; AND five (5) years' experience working in safety for a large employer with a diverse work environment.

Possession of a valid driver's license and demonstrated safe driving record.

Practical knowledge of OSHA policies and procedures, Division of Occupational Safety and Health (DOSH), and L&I programs, safety policies, and regulations.

Ability to obtain Wastewater Operator's Certification License.

Practical knowledge of wastewater policies and procedures, safety and workers' compensation principles and regulations and standards governing workplace safety.

Working knowledge of procedures for conducting safety inspections and investigations and various workplace safety training topics.

Conducting safety inspections and investigating workers' compensation claims and safety complaints. Ability to enforce safety policies.

Occasionally exposed to interior wet and/or humid conditions; high, precarious places; fumes or airborne particles; toxic or caustic chemicals; risk of electrical shock; vibration and moving mechanical parts.

Must be able to respond to a request to work on short notice.

Must have the ability to enter confined spaces such as tanks, vaults, and large diameter pipelines.

Frequently required to sit and is occasionally required to climb stairs and ladders or balance and stoop, kneel, crouch, or crawl, and taste or smell.

Must be able to regularly lift and/or move up to 50 pounds.

Apply at Garysanitary.com/careers or
submit application to the Human Resources Department