

SAFETY SPECIALIST

Job Family Definition

The Safety Specialist classification series is a member of the Human Resources Job Family. There are two classifications in this series, Safety Specialist 1 and 2.

Safety Specialists identify, reduce and control occupational health and safety hazards. They are consultants to operational management on occupational health and safety. This includes State employees and the public that interact with State programs. They evaluate physical environments and design procedures to prevent disease or injury caused by chemical, physical, and biological agents or ergonomic factors. They also do inspections and enforce adherence to laws and regulations governing the health and safety of employees.

Employees assigned to this classification series analyze accidents and injuries to design preventative safety programs. Safety Specialist's work with operational managers, supervisors and employees to improve occupational health and safety programs. They integrate program activities with worker compensation processes to return injured employees to work and reduce risk. Education and training are frequent portions of injury prevention activities.

Staffing Patterns

Safety Specialists may work in a team with other Human Resources professionals such as Human Resources Analysts or Training and Development Specialists in a Human Resources section. Positions also work in operational units.

Factors affecting the distinctions between levels include:

- Size and complexity of the safety program
- Complexity of work activities
- Consultative activities
- Program development and management activities
- Depth of knowledge needed for successful job performance

Exceptions

The prevention of injuries to State employees and the public that interact with state programs is the primary focus and reason for this classification series. Giving consultative advice on the management of State health and safety programs is also an important part of the work assigned to this series.

This classification series does not include the work of positions engaged in monitoring the compliance of Oregon employers with the Oregon Safe Employment Act. Human Resources Analysts also may work in the area of employee safety and the return to work of injured workers. However, safety is not the primary focus and reason for the Human Resources Analyst position.

Some safety positions are responsible for a comprehensive safety program for a large State agency. They either coordinate the work of, or directly supervise other Safety Specialists. These positions are not part of this classification series and more appropriately allocated to the Principle Executive Manager series.

Replaces the classes:

- Positions classified in the Program Technician and Program Representative classification series