

Personnel and Civil Service

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827



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Bethany O'Rourke Personnel Officer

NOTICE OF VACANCY SAFETY OFFICER (P/T)

Date Reissued: 11/27/18. This is technical work involving planning, developing, implementing and monitoring comprehensive safety and training programs, which includes departmental standards for the protection of employees, and the public use of County-owned properties and facilities. The Safety Officer ensures that all employees complete the required pre-employment and/or safety training. The incumbent also acts as a resource person in the inspection of facilities, work sites and work practices to ensure compliance with PESH & OSHA standards and other applicable State/Federal safety regulations and insurance requirements. The work is performed under the general supervision of a higher level administrator with leeway allowed for independent judgment and enforcement of State and Federal regulations as well and County Policy. The County Attorney, Commissioner of Public Works and Personnel Officer shall all participate in recruiting for this position. Does related work as required.

The title of Safety Officer (P/T) is **Competitive**, requiring applicants to meet minimum qualifications established for the position and successfully meet civil service examination requirements. **An examination is anticipated for 2020.** Pending a criminal background check*, a provisional appointment may be made to this position. Permanent appointment will be dependent upon participation in the examination AND being reachable from the resulting eligible list.

Status: Provisional
Work Hours: Part time, days; 17-hour work week
Salary: \$30.71/ hour; Eligible to join NYS Retirement System
Location: Tioga County Law Department

Minimum Qualifications:

- a) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Engineering, Industrial Safety, Industrial Hygiene and Environmental Technology or closely related field and one (1) year of full-time experience managing or administering the occupational safety and health programs in a public or private organization with at least 50 employees having a variety of risks or experience in inspecting or investigating situations for loss or safety: **OR**
- b) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Industrial Safety or related field and three (3) years full-time experience as outlined in a) above; **OR**
- c) Graduation from High School or possession of a GED and five (5) years full-time experience as outlined in a) above; **OR**
- d) An equivalent combination of training and experience as set by the limits in a), b), or c) above.

Special Requirement: Certain assignments made to employees in this class will require access to transportation to meet field work assignments made in the ordinary course of business, in a timely and efficient manner.

Apply to: Tioga County Department of Personnel & Civil Service: www.tiogacountyny.com
 To down load application: <https://www.tiogacountyny.com/media/2134/application2016january.pdf>

Applications will be accepted until position has been filled

Tioga County applications are available on our website. Resumes may be submitted but MUST accompany an application. Applicants MUST clearly describe education and/or work and volunteer experience to explain how they meet the minimum qualifications for the position. Omissions or vagueness will not be interpreted in an applicant's favor.

*Criminal background checks will be conducted upon a conditional offer of employment. Depending upon the position sought, conviction of a felony, misdemeanor or other offense may bar appointment. At the discretion of the appointing authority, additional screenings may include but will not be limited to: fingerprinting, psychological, and or drug testing. If requested, a candidate will be required to authorize access to educational, employment, financial, or other records.