



## **OCCUPATIONAL HEALTH AND SAFETY TECHNICIAN**

### **GENERAL RESPONSIBILITIES**

Assist with maintain compliance with all federal, state and local requirements as determined by the Occupational Safety and Health Administration (OSHA), the Environmental Protection Agency (EPA), and School Board Policies.

### **ESSENTIAL FUNCTIONS**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Manage and maintain the Asbestos Hazard Emergency Response Act/Management Plan (AHERA) requirements by conducting semi-annual surveillance inspections and overseeing the three-year inspections of all public school and administrative buildings.
- Respond to asbestos-related incidents and ensure division compliance and coordinate the efforts of the VBCPS's asbestos response team, including scheduling of workers (through their individual supervisors), prioritization of projects, and arranging testing and monitoring services.
- Assist management of asbestos abatement projects throughout the school division, including planned renovations and emergency response.
- Collect environmental samples, including but not limited to suspect asbestos containing material; suspect lead-based paint and water; and interpret laboratory results and recommend remediation actions.
- Assist in the coordination of removal and disposal of hazardous material generated from within the division.
- Assist in managing the Respiratory Protection Program by conducting fit tests for personnel required to wear respirators as part of their employment.
- Regularly visit asbestos abatement sites and ensure contact compliance from parties hired by the division, documenting findings.
- Assist with the Commissioning effort by visiting project sites to help ensure contract compliance.
- Maintain communication and disseminate data to the Assistant Director of Environmental and Energy Management, the Occupational Health and Safety Specialist, and appropriate personnel regarding current projects and work that needs to be performed and applicable environmental federal, state, and local regulations and guidelines.
- Respond to environmental and other related concerns by VBCPS personnel and recommend appropriate remediation.
- Perform other duties as required.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

Thorough knowledge of the common practices, tools, and terminology used regarding asbestos; thorough knowledge of the hazards and safety precautions associated with the work; good knowledge of environmental regulations and guidelines as they relate to school facilities; must be skilled in the use of computers, tools, and equipment; ability to work from sketches, drawings, plans, or specifications; ability to follow oral and written instruction; ability to estimate needed materials and time required for various jobs; and the ability to establish and maintain effective working relationships with associates.

### **EDUCATION AND EXPERIENCE**

#### **Required:**

High School Diploma, GED, or associate degree.

Two (2) years of experience in industrial hygiene, safety, or a related field.

Must have Virginia Asbestos Supervisor's License or Project Monitor's License.

#### **Preferred:**

Bachelor's degree in a science or engineering field.

A comparable amount of training and experience maybe substituted for the minimum qualifications.



**PHYSICAL REQUIREMENTS**

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public using the telephone and personal contact as normally defined by the ability to see, read, talk, hear, handle or feel objects and controls. Frequent walking, standing, bending, grasping, fingering, repetitive motion, reaching, and driving. Occasional sitting, stooping, balancing, crouching, and climbing. Work involves moderate exposure to unusual elements such as extreme temperatures, dirt, fumes, gases, unpleasant odors, extreme vibrations, hazards such as moving vehicles, electric current, exposure to chemicals, moving mechanical parts, etc. and/or loud noises. Ability to lift up to 50 pounds occasionally and over 50 pounds rarely. Requires timely and regular adherence to established work schedules.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

**SPECIAL REQUIREMENTS**

Possession of a valid driver's license.

Regular and reliable attendance is an essential function of this position.

This position will work in the afternoon and evenings, with the most shifts being from 1:00 p.m. until 9:00 p.m.

FLSA Status: Non-Exempt	Description: 1/20, 7/20
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