

**COUNTY OF ORANGE
MUNICIPAL/SCHOOL
JOB CLASSIFICATION SPECIFICATION**

CLASS TITLE: HEALTH & SAFETY TECHNICIAN

TITLE #: 1338

DISTINGUISHING FEATURES OF THE CLASS: This work involves responsibility for assisting the Health and Safety Coordinator in the application of Federal, State and local health and safety regulations in local school districts. An incumbent in this position informs participating districts of regulatory changes and conducts workshops and training programs designed to assist the districts in maintaining compliance with health and safety laws and regulations. Work is performed under the direct supervision of the Health and Safety Coordinator and/or Assistant Health and Safety Coordinator. Does related work as required.

TYPICAL WORK ACTIVITIES:

Assists the Health & Safety Coordinator in helping participating school districts to implement changes and programs and to document compliance with health and safety laws and regulations;

Conducts workshops and other similar activities in order to keep participating school districts current with changes in laws and regulations concerning health and safety issues;

Provides and/or organizes training programs for school employees regarding toxic substance law, First Aid/CPR, use of Automated External Defibrillator (AED), American Red Cross Shelter Worker Training and other related issues;

Performs building inspections to assess the risks of occupational exposure to asbestos, radon and other environmental hazards; utilizes scientific instrumentation to assess environmental conditions;

Assists participating school districts by maintaining databases to manage supplies for Automated External Defibrillators (AEDs), collects and organizes all pertinent health hazard information/Safety Data Sheets from manufacturers and other agencies concerning toxic substances and cleaning supplies;

Conducts mandated Department of Health drinking water and wastewater sampling;

Conducts "train the trainer" workshops;

Assists participating school districts in implementing Emergency Planning, policy and procedures as required by New York State Department of Education and other governing agencies;

Assists participating school districts with establishing record keeping systems for trainings, inventories, and periodic inspections;

Act as a local liaison for the New York State Department of Education by assisting participating district with all concerns relating to building and fire code violations.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of statutory and regulatory requirements relating to health and safety in the schools; good knowledge of toxic substances and their potential adverse effects; ability to read and interpret Federal, State and local laws, rules and regulations; ability to make inspections, analyze findings and determine corrective action; ability to communicate effectively both orally and in writing; ability to maintain effective working relationships; ability to work independently; computer literacy; initiative; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (A) Possession of an Associate's degree, or higher, in an environmental, physical, or biological science field; OR
- (B) Graduation from high school or possession of a high school equivalency diploma and one (1) year of fulltime paid experience involving environmental health and safety.

NOTE: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

SPECIAL REQUIREMENT: Must possess American Red Cross Trainer Certifications in First Aid/CPR, AED, and Shelter Worker Training within six (6) months of date of hire.

REVISED: 09/06/23