AUBURN
Human Resources

University Industrial Hygienist

Job Description

JOB INFORMATION

Job Code	EE30
Job Description Title	University Industrial Hygienist
Pay Grade	LC12
Range Minimum	$76,560
33rd %	$96,970
Range Midpoint	$107,180
67th %	$117,390
Range Maximum	$137,800
Exemption Status	Exempt
Approved Date:	2/29/2024 9:39:05 AM

JOB FAMILY AND FUNCTION

Job Family:	Legal, Compliance & Audit
Job Function:	Risk Management

JOB SUMMARY

Reporting to the Executive Director of Risk Management, the University Industrial Hygienist is responsible for providing professional and technical expertise that promotes compliance with workplace regulatory compliance and national consensus standards while supporting safe work practices and environments for the university community, including employees, students, visitors, contractors and vendors. Collaborates with Risk Management and Safety Program areas, departmental stakeholders, and Facilities Management groups to recommend and implement strategies that control or mitigate environmental factors or stresses that can cause sickness, or impaired health and well being.

RESPONSIBILITIES

- Analyzes, identifies, and measures workplace hazards or stresses such as chemical, physical, ergonomic, or biological exposures that can cause sickness, impaired health, or significant discomfort. Recommends precautions and corrective actions that should be taken in response to identified hazards.
- Responsible for directing and monitoring inspection, correction, and preventative action programs to periodically assess conformance with federal, state and local requirements as well as University policies and procedures relating to fire and life safety and occupational safety and health.
- Develops and facilitates sampling plans for the collection and analysis of noise, dust, gases, vapors, and other potentially toxic materials for analysis. Identifies and evaluates chemical and biological dangers such as air quality, ergonomic challenges, or dangerous sound levels. Provides technical review and interpretation of sampling results and recommends appropriate controls.
- Prepares written reports incorporating findings, risk assessments, and recommended corrective actions. Collaborates with university stakeholders to prioritize corrective action to align with urgency and budget availability.
- Performs training to university faculty, staff, and students in the areas of occupational health to include respirator protection and hazardous building materials.
- Collaborates with internal and external stakeholders including contractors to provide guidance and oversight of remediation and abatement activities in University leased or owned buildings.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May supervise employees but supervision is not the main focus of the job.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	In Occupational Health Science/Safety, Industrial Hygiene, Chemistry, Public Health, or related science field.	and	5 years of	Experience in collecting, analyzing, and creating reports on data to determine hazard exposure. Experience in reviewing plans, designs, and specifications for operations and facilities to identify proper hazard controls. Experience in accident and incident investigations.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Advanced knowledge and ability to apply a broad knowledge of principles, practices, and procedures in identifying, evaluating, and controlling work place hazards.	
Advanced knowledge of Occupational Safety & Health Association (OSHA) regulations, National Fire Protection Association (NFPA), National Institute for Occupational Safety & Health (NIOSH), American Conference of Governmental Industrial Hygienist guidelines (ACGIH) and federal, state, and local laws, regulations, policies, & procedures pertaining to industrial hygiene.	
Knowledge and ability to evaluate exposure data to determine the extent or presence of actual or potential health hazards by comparing to appropriate standards.	
Expert knowledge and skill in conducting research, investigating alternative solutions, and recommending solutions to problems.	
Advanced knowledge of common and unique work hazards, occupational safety practices, and procedures.	
Excellent written and verbal communication skills. Ability to multi-task. Familiar with techniques and procedures for industrial hygiene monitoring and sampling analysis. Ability to establish and maintain good working relationships between management and students, faculty, or staff.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
Certified Industrial Hygienist		Upon Hire	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing			X			
Walking			X			
Sitting				X		
Lifting			X			
Climbing			X			

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Stooping/ Kneeling/ Crouching			X			
Reaching			X			
Talking					X	
Hearing					X	
Repetitive Motions			X			
Eye/Hand/Foot Coordination			X			

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:

Ability to see information in print and/or electronically.