

### JOB INFORMATION

Job Code	EE01
Job Description Title	Assoc Dir, Env Health&Safety
Pay Grade	LC13
Range Minimum	\$82,990
33rd %	\$105,120
Range Midpoint	\$116,190
67th %	\$127,250
Range Maximum	\$149,380
Exemption Status	Exempt
Approved Date:	7/26/2021 3:20:21 PM
Legacy Date Last Edited	9/9/2014

### JOB FAMILY AND FUNCTION

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

### JOB SUMMARY

Directs environmental health, safety, and compliance programs to provide a safe and healthy environment for the Auburn University community.

### RESPONSIBILITIES

- Directs the development, management, and implementation of policies and programs related to environmental regulatory compliance, hazardous materials storage, use and disposal, and environmental assessment and remediation.
- Coordinates involvement and communications with department, unit managers, and local support agencies to ensure financial and operational effectiveness of policies and programs.
- Directs the development and implementation of auditing and corrective action systems to assess the conformance of operations with environmental and hazardous materials regulatory requirements, standard industry practices, and university policies and procedures.
- Oversees implementation of recommended corrective actions to eliminate or minimize hazardous or potentially hazardous conditions and conditions of non-compliance.
- Advises others on issues related to environmental compliance, hazardous materials management and environmental control issues relevant to their operations.
- Directs development and implementation of training programs related to environmental safety and health issues.
- Manages accounts for hazardous waste disposal and remedial projects to ensure conformance with Auburn University policies and procedures.

### SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	Supervises others with full supervisory responsibility.
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### 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 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	Degree in Environmental Science, Health and Safety, Industrial Hygiene, Biological Sciences, Engineering, Chemistry or a degree in any other field	And	8 years of	Experience in environmental health and safety regulatory compliance enforcement and business management including budgeting and personnel management	

Substitutions Allowed for Education: Yes

*Substitution allowed for Education: When a candidate has the required experience, but lacks the required education, they may normally apply additional relevant experience toward the education requirement, at a rate of two (2) years relevant experience per year of required education.*

## MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of Occupational Safety and Health Administration regulations, and Federal, State and Local laws related to hazardous materials and waste management.

## MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Desired	
None 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			
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			

# WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
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.