

### JOB INFORMATION

Job Code	EE09
Job Description Title	Assoc Dir, Safety and Health
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 3:26:34 PM
Legacy Date Last Edited	9/9/2014

### JOB FAMILY AND FUNCTION

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

### JOB SUMMARY

Directs, designs, and implements comprehensive research safety and health programs to provide a safe and healthy working environment for the Auburn University community.

### RESPONSIBILITIES

- Directs the development, management, and implementation of policies and programs related to lab safety, industrial hygiene, radiation safety, and occupational safety.
- Coordinates program implementation and management with department and unit managers to ensure financial and operational effectiveness.
- Coordinates accident and incident resolution through investigations, recommendation of corrective/preventative measures, and the development/implementation of programs needed to lessen or eliminate the probability of a reoccurrence.
- Oversees programs designed to monitor, inspect, and ensure compliance with corrective or preventative actions taken to lessen or remove exposure to potentially hazardous materials and environments.
- Advises others on issues related to lab safety, radiation safety, occupational safety, and health issues relevant to their operations such as providing recommendations to planning and design committees and reviewing plans for construction and renovations projects.
- Directs development and implementation of training programs related to safety and health needs of Auburn personnel.
- Manages budgets for programs and departments within lab safety, industrial hygiene, radiation safety, and occupational safety.

### SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	Supervises others with full supervisory responsibility.
----------------------------	---

### 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 health and safety regulatory compliance enforcement and business management including budgeting and personnel management

## MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of Occupational Safety and Health Administration regulations, and safety and environment health programming.

## 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			
Wet		X			
Noise		X			
Hazards		X			
Temperature Change		X			
Atmospheric Conditions		X			

## WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Vibration		X			

### **Vision Requirements:**

Ability to see information in print and/or electronically.