

M&P OCCUPATIONAL GUIDELINE

JOB FAMILY: HEALTH, SAFETY & ENVIRONMENT Level B, Pay Grade 7

LEVEL DEFINITION	Positions at this level are responsible for coordinating and administering an occupational health and safety program, a research health and safety program, or an environmental safety program.
TYPICAL RESPONSIBILITIES	May include: developing course materials and providing training; participating in the development of departmental programs; conducting field inspections including moderate to high risk assessments; participating in developing, implementing and maintaining program related communications strategies; conducting research and analyzing trends.
DECISION MAKING /LEVEL OF ACCOUNTABILITY	Exercises judgment to assess and evaluate each situation. Accountable for the accuracy and reliability to their work.
SUPERVISION RECEIVED	Works independently with limited direction. Work is reviewed based on achievement of specific objectives.
SUPERVISION EXERCISED	May manage co-op or work study students.
MINIMUM QUALIFICATIONS	College diploma in a relevant discipline. Minimum of two years experience, or the equivalent combination of education and experience.

Updated July 1, 2013