

AgriLife Classification Description

Last Updated: 4/17/02

8642
ENVIRONMENTAL SAFETY MANAGER
07/18/02

SUMMARY

General Description: Assists the Director and Assistant Director in managing and supervising one or more complex units within the Environmental Health and Safety Department.

DUTIES

Typical: Plans and directs programs that insure compliance with Federal and State regulatory requirements; ensures the achievement of the goals of the unit; coordinates preparation, review, testing, compliance and distribution within specialized field; resolves problems within unit; performs periodic safety audits, files reports and develops safety-related rules and procedures; reviews research protocols and develops environmental health and safety-related standards; designs and initiates training Texas A&M University employees; develops and implements communications and regulatory updates; develops and implements University response plans for campus emergency early warning and environmental emergencies; provides technical advice and other safety-related activities; participates on safety committees; performs related duties as required.

SUPERVISION

Received: General instruction and periodic review as needed from administrative supervisor.

Given: Detailed instruction and frequent review of Environmental Safety Technicians I and II and Environmental Safety Specialists.

EDUCATION

Required: Bachelor's degree or any equivalent combination of training and experience.

Preferred: Bachelor's degree in environmental science or a related field, engineering, a natural science or industrial hygiene.

EXPERIENCE

Required: Eight years of progressive experience in occupational safety and health.

Preferred: Five years of professional experience in areas of assigned responsibilities.

LICENSES, CERTIFICATES OR REGISTRATION

Required: Must be able to obtain a State of Texas Commercial Driver's License within 30 days of employment.

Preferred: None.

KNOWLEDGE, ABILITIES AND SKILLS

Typical: Familiar with OSHA, EPA, TNRCC and TDH regulations. Must have computer skills and be proficient in the use of Microsoft Office software and safety equipment appropriate to areas of responsibility. Excellent communication skills. Use of standard office equipment, microcomputers and terminals in a mainframe environment.