

Title: Safety Coordinator for Energy Delivery
PG: 49
Status: Civil Service
Position Reports to: Safety Manager
Department: Risk Management

Class Code: 2199
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

This is a highly responsible position in the administration of the safety program, as it directly relates to Energy Delivery. This position deals directly with personnel safety and building/industrial safety, employee education and application of recognized national safety codes and industrial standards. Work is normally performed independently under the general direction of the Safety Manager.

ESSENTIAL FUNCTIONS:

1. Assists in the administration of safety programs. Coordinates related training programs and collects data for the preparation of major reports. Demonstrate hands-on knowledge and application of OSHA regulations as they pertain to the related industry.
2. Maintains accident records and compiles statistical information relative to all losses within assigned area.
3. Functions as a mentor for employees and supervisors in the area of occupational safety and health topics and specific work safety for areas of high risk or large losses/accidents.
4. Serves as liaison to the responsible division manager and assists in the correction of any and all deficiencies.
5. Assists occupational nurse and appropriate engineers in investigating accidents or injuries to employees when requested.
6. Participates in divisional safety committees.
7. Functions as Contract Administrator for Citywide Crane, Over Head Hoist and Bucket Truck Contracts.
8. Serves as Emergency Response Coordinator for one quarter of the total City Area. Maintains communication, supports and coordinates recovery operations in quadrant as results of a natural disaster.

ADDITIONAL RESPONSIBILITIES:

1. Functions as the chief liaison to the Manager of Safety and Training for Energy Delivery.
2. Functions as consultant to respective division managers and assists or guides those managers in the conduct of viable safety programs.

KNOWLEDGE, SKILLS & ABILITIES:

1. Thorough knowledge and understanding of Subpart S 1910.269 and other applicable OSHA and Public Service Commission regulations in regards to safety programs/requirements.
2. Knowledge of federal, state and city laws, codes and regulations dealing with safety practices and protective systems.
3. Knowledge of hazardous material compliance, emergency response and mitigation practices.
4. Knowledge of utility equipment and the generation of electricity. Ability to develop curriculums and deliver hands-on training on a variety of safety subjects related to the field.
5. Knowledge of work zone safety procedures and uniform traffic control devices.
6. Ability to deal with people in a friendly and open fashion.
7. Ability to express ideas, both verbally and in writing.
8. Ability to communicate effectively, both orally and in writing.

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WORKING ENVIRONMENT/CONDITIONS:

Requires work that involves walking or standing most of the time, exerting up to 10 pounds of force on a recurring basis, and routine keyboard operations. Some pole climbing may be required.

The job risks possible exposure to hazardous atmospheric conditions.

The job requires normal visual acuity, and field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

QUALIFICATIONS (EDUCATION, TRAINING, AND EXPERIENCE):

1. Five (5) years of experience as a lineman or substation operator.
2. Hands-on working knowledge of field operations, use of crane or pole setting equipment, hot stick and other related Energy Delivery equipment.
3. Be eligible to obtain a Class "A" Commercial Driver's License within the first six months of hire or demonstrate at least three (3) years experience as a commercial motor vehicle trainer.
4. One (1) year of college preferred.
5. Trained in First-aid/CPR, Bloodborne Pathogens and Confined Space operations.
6. An equivalent combination of education and experience that is determined to be directly related to the foregoing specific requirements may be substituted.

SPECIAL REQUIREMENTS:

1. Must possess a valid state of Florida driver's license.
2. Must maintain a valid home telephone number.
3. Within two (2) years of assignment must have completed the following City-paid training courses:
 - a. Completion of the National Safety Council's Professional Safety Management Certification
 - b. Trenching and Shoring Competent Person Certification
 - c. FDOT Equivalent Work Zone Safety Certification
 - d. Incident Command Training
 - e. Scaffolding Training
 - f. Electrical Systems Switching and Clearance Training
 - g. Third Party CDL Examiner
 - h. Crane and Overhead Hoist Inspector Certification
4. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.