

## **LABORERS' HEALTH & SAFETY FUND OF NORTH AMERICA**

### **POSITION DESCRIPTION: Safety & Health Specialist**

**Exempt: Yes**

**Department: Occupational Safety & Health Division**

**Location: Washington, DC**

**Reports to: Division Director**

**Open Date: February 2017**

#### **Summary**

Reporting directly to the Director of the Occupational Safety and Health (OSH) Division, this position provides technical assistance on construction and general OSH issues to all affiliates of the Laborers' Health & Safety Fund of North America (LHSFNA). A successful candidate will interact with other Division and Fund staff on initiatives to meet the directives and objectives of the Fund, as well as interacting with affiliated union bodies (locals, district councils and regions), training centers, sister funds, contractors, membership and other affiliates in promoting and advancing LHSFNA initiatives. This position includes an excellent salary and benefits package. The LHSFNA is a nonprofit joint labor-management trust fund. The Fund is also an equal opportunity employer.

#### **Essential Duties and Responsibilities**

- **Highly motivated and collaborative team member**
- **Understands OSH best practices in construction, mining and general industry with a focus on the construction environment**
- **Implements industrial hygiene (IH) services to monitor and evaluate workplace environmental factors and recommends solutions to hazard problems that eliminate or minimize losses from injuries and illnesses**
- **Collects, analyzes and utilizes data related to accidents, injury and property loss and corrective action recommendations**
- **Provides advice to managers on technical issues related to IH and/or safety (e.g., air sampling, radiation control, principles of shielding, noise control, isolation, absorption and transmission reducing materials, chemical substitution and personal protective equipment)**
- **Plans IH surveys, exposure assessments and evaluations to identify hazards and compliance**
- **Specific work with labor organizations is highly desirable**
- **Conducts walk-through surveys of worksites to appraise existing OSH-related hazards and suggests controls to mitigate the hazards**
- **Serves on work groups or committees working to develop national standards and guidance, represent the LHSFNA's efforts or provide technical advice to other entities**
- **Good communication, technical, writing and research skills**
- **Must be able to use Microsoft Office Suite (e.g., Word, Excel, PowerPoint, etc.) and Google Applications**
- **Familiarity with Federal agencies and how they work ( e.g., OSHA, FHWA, EPA, NIOSH, BLS and DOL Wage and Hour)**
- **Able to conduct presentations in both a classroom and large group settings**

- Able to develop OSH related informational materials and educational curricula
- Familiar with government grant funding and able to assist with preparation of grant proposals and applications
- Overnight travel expected. Overnight travel of 1-5 nights per month is not unusual
- Performs other related duties as assigned

#### **Education, Experience and Certifications**

The requirements listed below are representative of the knowledge, skill and/or ability required.

- Master's or Bachelor's degree from an accredited college or university or equivalent combination of education and experience in industrial hygiene or construction safety

Items listed below are a plus:

- OSHA certifications (e.g., OSHA 30-hour, OSHA 500)
- CIH or CSP certifications
- Other OSH-related certifications (e.g., OSHA 7400 Noise in the Construction Industry)

#### **Written Language Skills**

Ability to read, analyze and interpret common scientific and technical journals. Ability to write reports and articles for publication and develop program curricula and materials. Ability to effectively present information to management, union membership and public groups. Fluency in Spanish is a plus.

#### **Reasoning Ability**

Ability to define problems, collect data, establish facts and draw conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables. Ability to work on various projects simultaneously and be able to prioritize tasks in order to successfully meet the Division's objectives.

#### **Work Environment**

Work environment is a normal office setting and construction worksites during site visits. The normal office hours are 8:00 a.m. to 4:30 p.m. Monday through Friday. Reasonable accommodations will be made to enable individuals with disabilities to perform essential functions.

Interested parties should submit resume and cover letter with salary requirements to:

Walter A. Jones, MSc, CIH  
Director of Occupational Safety and Health  
wjones@lhsfna.org