

City of New York
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Upstate Job Vacancy Notice

Civil Service Title: Industrial Hygienist	Level: 02
Title Code No: 31305	Annual Salary: \$47,251 / \$54,339 - \$63,506
Office Title: Compliance Advisor	Work Location: 10 Walker Rd, Valhalla, NY
Division/Work Unit: Bureau of Water Supply/ Operations	Number of Positions: 1
Hours/Shift: 35 Hours a week/Days	Agency Tracking #: N/A

Job Description

Working in the Eastern Operations Division, Catskill/Delaware Ultra-Violet (UV) Facility, under the direction of the Regional Manager, the selected candidate will serve as Compliance Advisor and be responsible for assisting the Regional Manager with implementation and evaluation of program compliance with respect to the Environmental Health & Safety (EH&S) policies, procedures, and guidelines. Candidate will be thoroughly familiar with applicable regulations, develop programs and implement procedures to ensure compliance; monitoring and updating the Region's Action Item Tracking (AIT) table, Compliance Tracking System and other tracking systems for EH&S; handling audit items, deadlines, and communicating status to all involved parties; retaining files on the latest bureau and department policies and directives; representing the Regional Manager at meetings with Bureau Health and Safety staff to ensure programs are efficient and current; developing tools and sharing important EH&S information within the Region; maintaining the region's safety training database and identifying and arranging for all necessary training for employees; development of a compliance training management system to track, schedule and document all required training for employees; and performing periodic site visits and field inspections throughout the Region to facilitate program assessment and verify implementation of corrective action associated with audits, environmental release reports, accident reports and notices of violations.

Qualification Requirements

1. A baccalaureate degree from an accredited college including, or supplemented by, 28 semester credits in industrial hygiene, environmental health science, occupational health science, and/or safety engineering; *or*
2. A baccalaureate degree from an accredited college including, or supplemented by, 28 semester credits in the physical or natural sciences, civil engineering, mechanical engineering, environmental engineering, chemical engineering and/or toxicology and one year of satisfactory full-time work experience in the identification, evaluation and control of health and safety hazards; *or*
3. A baccalaureate degree from an accredited college and two years of satisfactory full-time work experience as described in "2" above; *or*
4. A satisfactory combination of education and/or experience which is equivalent to "1", "2" or "3" above. Semester credits from an accredited college in industrial hygiene, environmental health science, occupational health science and/or safety engineering may be substituted for experience on the basis of 7 semester credits equals 6 months experience, up to a maximum of 28 semester credits. Semester credits from an accredited college in the physical or natural sciences, civil engineering, mechanical engineering, environmental engineering, chemical engineering and/or toxicology may be substituted for experience on the basis of 7 semester credits equals 3 months of experience, up to a maximum of 28 semester credits. However, all candidates must have at least a baccalaureate degree from an accredited college.

Special Note-To be eligible for placement in Assignment Level II individuals must have, in addition to meeting the minimum requirements, one year of satisfactory full-time work experience in the identification, evaluation and control of health and safety hazards.

License Requirement- A Motor Vehicle Driver License valid in the State of New York. This license must be maintained for the duration of employment.

Essential Skills

N/A

To Apply:

Please submit 2 copies of your resume placing the JVN# on the upper right corner of your resume.

The JVN# is located at the lower right CORNER of this page.

NYC Department of Environmental Protection

Recruitment Office: 59-17 Junction Boulevard -18th Floor - Flushing - NY 11373-5108

OR

Via E-mail, please submit your resume in Adobe PDF or Microsoft Word
 placing the JVN# on the upper right corner of your resume as well as in the subject line to:

Recruit@dep.nyc.gov

For more information about DEP, visit us at: www.nyc.gov/dep

Appointments are subject to OMB approval

Post Date: 06/06/2011

Post Until: 06/20/2011

JVN: 826-11-87281-WS

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