

JOB ANNOUNCEMENT

IOSHA Inspector – Industrial Safety (CSHO)

AGENCY: Indiana Department of Labor

JOB POSTING ID: 598220

APPLY BEFORE: September 14, 2015

LOCATION: East Central IN

HIRE SALARY: \$36,374

TO APPLY: www.careers.IN.gov

JOB DESCRIPTION

NOTE: Position may located in East Central IN (either home or central office).

Incumbent works as an Industrial Safety Compliance Officer within the Indiana Department of Labor's IOSHA division. This position is an essential component of the agency, as IOSHA is responsible for the enforcement of safety and health regulations. The incumbent inspects and investigates occupational sites to anticipate, recognize, evaluate and advise on control of hazardous or unsafe conditions. Upon verification of unstable conditions, the incumbent follows established policies and procedures to document and report such conditions to the supervisor.

RESPONSIBILITIES

- Conduct assigned inspections: formal and non-formal complaints, referrals, emphasis-related contact, threats of imminent danger, and fatalities and catastrophes;
- Inspect industrial sites to recognize and evaluate safety and health conditions per IOSHA regulations;
- Hold opening conferences with company owners and/or management to advise them as to the inspection process and to gather relevant safety program and/or training materials and information;
- Collect and analyze data and compare such to appropriate established safety and health regulations; document findings through notes, sketches, photographs, etc;
- Create detailed, accurate and timely technical reports for the supervisor for administrative and regulatory action; enter data into the Federal NCR application and/or system;
- Interview employees as appropriate to gather job-specific information and caution them on safety hazards;
- Conduct closing conferences with company owners and/or management to provide them with a summary of their inspection findings, discuss abatement, etc;
- Complete accurate and timely records and reports related to travel, work schedule and work activities.
- Refer non-Industrial Compliance-related hazards or issues to other IDOL divisions as appropriate;

- Interact with federal, state and local safety, environmental, and health agencies in enforcement activities;
- Testify at informal hearings and before the Board of Safety Review when necessary;
- Complete other duties, special projects and training as assigned.

PREFERRED EXPERIENCE

- Five (5) years work experience in a construction or an industrial environment; at least (1) one year of the required experience must include experience involving identification of safety and health hazards in a construction or an industrial environment; or participation in the formulation of construction or industrial safety rules; or accredited college training in a related field.
- Must undergo an annual physical/medical evaluation to ensure physically able to carry out the essential functions of the position;
- Ability to carry sometimes heavy and awkward equipment, and to walk, climb, stand, crouch while carrying sampling and measuring devices and wearing protective clothing, including respirators;
- Ability to work in unpleasant and hazardous conditions, including noise and toxic chemicals, during inspections/investigations;
- Broad knowledge of training techniques relating to occupational health and safety subject matters;
- Ability to interpret and apply IOSHA regulations, consensus standards, and various practices and precedents falling within the jurisdiction of IOSHA;
- Ability to conduct inspections and further investigations and to prepare administrative reports for use as basis for recommendations for further action;
- Ability to maintain working cooperative relationships and ability to manage difficult situations with utmost professionalism; ability to maintain confidentiality;
- Excellent verbal communication skills; ability to speak in a professional and concise manner;
- Ability to use computer.