

The University of Texas at San Antonio

Job Description

Job Title: Safety Technician I
Code: 14431
Salary Grade: 52
FLSA Status: Non-Exempt
Department/Division: Environmental Health, Safety and Risk Management
Reports To: Safety Manager, Coordinator or Specialist as assigned by Director

Summary

- **Function:** To provide knowledge and assistance in the safety programs within the UTSA Environmental Health, Safety and Risk Management Programs and assist the institution with compliance in chemical safety, biological safety, physical safety, fire & life safety, or environmental protection programs.
- **Scope:** Responsible for assisting the Safety Manager, Coordinator or Specialist in safety policies and procedures for the safe use and control of hazardous material, fire & life safety systems, environmental protection and/or occupational safety concerns at all UTSA Campuses, and owned or operated facilities.

Duties

- **Typical:**
 1. Assist campus faculty and staff in compliance with institutional policies and programs for chemical, biological, physical, fire, life and environmental to include identifying potential health, safety and environmental concerns.
 2. May in the course of normal duties collect for processing, bulk packages and/or prepare for shipment hazardous chemical, biological or radioactive materials to include waste materials. Assists with ensuring all recyclable materials are properly collected, stored, and transported as required.
 3. May interact with equipment and hazardous material vendors, fire safety systems contractors, and or disposal companies as required to order supplies or assist UTSA personnel.
 4. May assist, as directed by supervisor, federal, state, and local officials charged with ensuring compliance with applicable

<p>regulations, guidelines, and environmental issues (i.e.- EAA, EPA, TDSHS, TCEQ, TDI/State Fire Marshal's Office)</p> <ol style="list-style-type: none"> 5. Assist the Safety Manager, Coordinator, Specialist in investigations related to fire, health and safety accidents and or incidents to include hazardous substance releases, fires, fall injuries and other related accidents, injuries, or exposures. 6. Performs additional duties as assigned. <ul style="list-style-type: none"> • <u>Periodic:</u> <ol style="list-style-type: none"> 1. Attend meetings and workshops to keep up-to-date on new safety techniques and changes to applicable codes and regulations. 2. Assist in providing general safety, health and environmental training to UTSA personnel as directed by supervisor. 3. Performs other duties as assigned.
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Education

Required	Preferred
High school diploma or GED.	Associate degree in Basic or Applied Science, Engineering, Safety, Industrial Hygiene, Chemistry, Biology, Physics, Environmental Science, or other relevant field.

Other Requirements

Required	Preferred
Valid Class C Texas Driver's License or ability to obtain one within 30 days of hire.	40 Hour HAZWOPER training to First Responder Operations Level.
Criminal Background Check (CBC).	

Experience

Required	Preferred
Six (6) month's experience with handling materials in one or more of the following operations: a general municipal waste (custodial) and /or recycling program; stockroom/warehouse; biological, chemical fire protection or radiation safety program; or other waste management environment.	Previous work with hazardous materials in an educational, medical or industrial facility.

Equipment

Required	Preferred
Personal protective clothing and respirator including air purifying respirator, protective suit, gloves, eyewear and footwear. Self contained breathing apparatus (SCBA) may be required during spill response as qualified.	Various monitoring equipment to include gas, radiation, and chemical detection meters and passive badges.
Motorized carts and vehicles. Personal computer/standard office equipment.	
Various material handling equipment, to include hand trucks, dollies, pallet jacks, compactor and powered industrial trucks.	
Balances, scales, and various detection meters.	

Working Conditions

Usual	Special
Academic, laboratory, research, clinical facilities, and field conditions in or adjacent to radiological, biological, chemical and other hazardous material work areas.	Duties may involve management of storage facilities including lifting 35 pound boxes 5 feet high, tilting 55 gallon drums (450 pounds), and using hand carts to move them.
Work involves various degrees of hazard and may include prolonged work in outdoor conditions.	Ability and willingness to wear protective clothing and 30 pound self-containing breathing apparatus.
	May require working after hours and weekends to respond to emergency situations.

Supervision

Received	Given
General direction/supervision from Safety Manager, Coordinator or Specialist as assigned.	Provides direct or indirect supervision of assigned staff on a daily basis or for the duration of specific project(s).

Accuracy

Accuracy in all phases of work performed.

Security Sensitive

Specific job requirements or physical location of some positions allocated to this classification may render the position security sensitive, and thereby subject to the provisions of section 51.215 Texas Education Code.

Internal Control

Within the scope of position duties, responsible for seeing that operations are effective and efficient, assets are safeguarded, reliable financial data is maintained, and compliance with applicable laws, regulations, policies, and procedures is maintained at all times.