

## Job Summary

Requisition Number:	13761
Job Title:	ENVIRONMENTAL HEALTH AND SAFETY SPECIALIST I
Working Title:	Haz Waste Specialist
Salary:	\$4187 - \$7539
Job Type:	Career
Department Name:	3401-ENVIRONMENT, HEALTH AND SAFETY
Department Website URL:	www.ehs.ucla.edu
Job Summary Statement:	<p>Under the general supervision of the Hazardous Materials Program Manager, the incumbent will directly carry out or act as lead for certain aspects of the hazardous waste management program in Environment, Health and Safety at UCLA. Major functions include the collection, transportation, segregation, storage, bulking, and packaging of hazardous waste. Schedule special pickups and laboratory cleanouts. Maintain and inspect waste facility and vehicles, conduct record keeping, provide information to generators, coordinate pickups with vendors, provide basic guidance to campus community in the areas of hazardous waste and safety, respond to emergencies, and assist in other Environment, Health and Safety related duties as required. This individual will assist the program manager in assuring the duties of the campus hazardous waste management program and City of Los Angeles household hazardous waste program are performed in a timely manner and in accordance with all applicable requirements. This will include Saturday work.</p>
Percentage of Time:	100
Shift Start:	8:00 am
Shift End:	5:00 pm

## Qualifications for Position

12 Records

Qualifications	Required/ Preferred
1. Bachelor's degree or an equivalent combination of education and relevant experience.	Required
2. Working knowledge of organic and inorganic chemistry, hazardous materials, the toxicity of hazardous materials, hazardous classifications and chemical incompatibilities, chemical handling procedures and personal protective equipment.	Required
3. Experience in the operational aspects of a hazardous waste program including the ability to research and interpret complex compliance issues.	Required
4. Possession of a Valid California Drivers License and the ability to operate a one ton truck. The ability to obtain a commercial driver's license with hazardous waste endorsement.	Required
5. The ability to communicate effectively, both verbally and in writing to present complex technical information to a wide audience. Skill in conveying technical information to trained and untrained personnel regarding chemical safety.	Required
6. The ability to establish and maintain cooperative working relationships with other Environment, Health and Safety staff, UCLA faculty and other campus staff.	Required
7. Skill in working as part of a team and collaborating with colleagues and interacting diplomatically with all levels of university personnel.	Required
8. Ability to lift 50 pounds and manipulate drums weighing up to 500 pound using a drum cart.	Required
9. Ability to wear respiratory equipment including a SCBA and other types of chemical protective equipment. Ability to respond to emergencies involving hazardous materials.	Required
10. Working knowledge of various software programs including MS Word, Excel, PowerPoint, Outlook and Access.	Required
11. The ability to work independently and prioritize tasks.	Required
12. Experience managing projects and leading staff.	Required

**Additional Posting Information**

Bargaining Unit:	99-Policy Covered
Application Deadline:	09-30-2009
Quicklink To Posting:	<a href="http://hr.mycareer.ucla.edu/applicants/Central?quickFind=55334">hr.mycareer.ucla.edu/applicants/Central?quickFind=55334</a>
Special Instructions:	

**Special Employment Designations/ Requirements Per UC Policy**

Conflict of Interest:	N/A
Critical:	Continued employment contingent upon completion of satisfactory background investigation.
Driving Record:	Position is subject to the California DMV's "Pull Notice System" and continued employment is contingent upon proof of a satisfactory driving record.
Other Special Employment Requirements:	Age Requirement: Applicants must be 18 years or older to be eligible to be hired. Pre-employment Physical: Offer of employment contingent upon completion of satisfactory pre-employment physical examination. TB Test: Continued employment is contingent upon completion of satisfactory TB test.

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