

NBC Universal  
Universal City Studios (UCS)  
Lower Lot Safety Officer  
Job Description

- ◆ Perform wall-to-wall stage, back lot façade, and office/building inspections on a monthly basis utilizing the site Power Inspection Tool (PIT).
- ◆ Upload all identified inspection findings into the Power Suite Audit Tracking System.
- ◆ Respond to accident scenes and initiate the incident investigation process.
- ◆ Assist the site EHS Specialist, and EHS Manager, in completing incident investigations (utilizing the site GenSuite Measurements application) for all near-misses, injuries, and property damage cases.
- ◆ Input observations and safety hotline reports into the concern reporting module as required.
- ◆ Provide on-call emergency response and incident investigation services to the Lower Lot as required by the EHS Department's pager/on-call rotation schedule.
- ◆ Ensure that imminent danger situations at accident scenes are properly abated and provide EHS with immediate notification of serious incidents.
- ◆ Perform field audits of contractors, service providers, and 3<sup>rd</sup> Parties as required.
- ◆ Participate in the following teams: Disaster Response; Fire/Search/Rescue; and the Safety Committee.
- ◆ Assist EHS with the completion of annual Power Audits.
- ◆ Inspect, test, and clean eyewash stations on a monthly basis.
- ◆ Perform periodic chemical sweeps of Lower Lot buildings with handheld pocket PC devices.

Physical Requirements

- ◆ Ability to lift/carry items weighing up to fifty (50) pounds.
- ◆ Ability to stand/walk a minimum of four (4) hours per day.

Please send your resume and cover to Jennifer Martinez, EHS Director .  
Email address: [Jennifer.Martinez@nbcuni.com](mailto:Jennifer.Martinez@nbcuni.com) In addition please copy  
[Jennifer.Smith@nbcuni.com](mailto:Jennifer.Smith@nbcuni.com)