



# CALIFORNIA STATE UNIVERSITY, FULLERTON

Vice President for Administration and Finance

*Environmental Health and Instructional Safety*

P.O. Box 6806, Fullerton, CA 92834 / T 657-278-7233 / F 657-278-8240

## **Hazardous Materials Specialist Environmental Health and Instructional Safety California State University, Fullerton**

Environmental Health and Instructional Safety at Cal State Fullerton is seeking an Administrative Analyst/Specialist Exempt I who will serve as the university's Hazardous Materials Specialist. This position is under the general supervision of the Environmental Compliance Manager, encompassing the University's compliance programs in: health & safety, hazardous materials/waste, biological, radiation, medical waste, storm water, and air quality. This position provides support in the collection, segregation and disposal of hazardous, medical, bio-hazardous, radioactive, universal and electronic waste (collectively called hazardous waste).

**Job Summary:** Under general supervision of the Environmental Compliance Manager, encompasses the University's compliance programs in: health & safety, hazardous materials/waste, biological, radiation, medical waste, storm water, and air quality. Provides support in the collection, segregation and disposal of hazardous, medical, bio-hazardous, radioactive, universal and electronic waste (collectively called hazardous waste). Provides technical support and assistance to the Radiation Safety Officer in the administration of the campus Radiation and Biosafety program. Inspects laboratories and other campus locations for the accumulation of hazardous waste. Collects data for the preparation of regulatory agency reports and records as required by local, state, and federal requirements. Provides back-up assistance to the EH & IS programs as required. Other duties as assigned.

**Essential Qualifications:** Equivalent to a Bachelor's degree in Chemistry, Environmental Health from accredited university, or a related scientific discipline. Experience coordinating and implementing hazardous materials/waste compliance programs. Related experience can be substituted for education. Proficiency in using a PC and MS Office (Word, Excel, PowerPoint, Publisher, etc.). Strong verbal and written communication skills. Ability to communicate with a diverse campus community.

**Preferred Qualifications** Related experience in a college or university setting preferred. Experience or knowledge of state and federal laws governing hazardous materials and hazardous waste including use, storage, associated hazards of materials, safe handling procedures, and appropriate personal protective equipment. Experience or knowledge of segregation and packaging of waste into drums for transportation. Familiarity with ionizing radiation and lab practices needed to administer the regulatory and operational portion of the Radiation Safety Program. Experience or knowledge in a wide variety of laboratory practices.

THE CALIFORNIA STATE UNIVERSITY

Bakersfield / Channel Islands / Chico / Dominguez Hills / East Bay / Fresno / Fullerton / Humboldt / Long Beach / Los Angeles / Maritime Academy  
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**Additional Duties:** Ability to wear a respirator and pass a respiratory medical evaluation. Must be able to safely lift 50 pounds with or without accommodation and maneuver 55 gallon drums weighing 300-400 pounds using a hand truck or dolly. If you are applying for a staff position please note that you are not eligible to work concurrently in a staff position and Academic Student position or Student Assistant position as such: Graduate Assistant, Teaching Associate, Instructional Student Assistant and Student Assistant.

**Licenses/Certifications:** Current 40 hour Hazardous Waste Operations and Emergency Response (HAZWOPER) certification preferred. First Aid/CPR certification preferred. A valid driver's license required in order to drive state vehicles.

**Salary Range:** \$3,845 - \$4,257 (hiring range)/\$3,845 - \$5,494(service maximum)/\$5,770(range maximum) per month

**Application:** Cal State Fullerton uses an on-line application procedure, for more details about the position and to apply, go to "Jobs at CSUF" at our Human Resources website:

<http://hr.fullerton.edu/jobs> and refer to **Job# 4306BR**. The application deadline is **July 2, 2009**.

**All applications must be submitted through the HR website to be considered for this position.** For specific questions about this position, contact Tom Whitfield, Department of Environmental Health and Instructional Safety, Phone (657) 278-7233; Fax (657) 278-8240; e-mail [twhitfield@fullerton.edu](mailto:twhitfield@fullerton.edu).

On line application/resume **must** be received by electronic submission on the final filing date by 9:00pm (Pacific Standard Time)/midnight (Eastern Standard Time). Applicants who fail to complete all sections of the on-line application form will be disqualified from consideration. Cal State Fullerton is an Equal Opportunity/Title IX/503/504/VEVRA/ADA Employer