



**CITY OF ALAMEDA**  
invites applications for the position of:

# Safety Officer

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**SALARY:** \$90,490.00 - \$109,991.00 Annually

**DEPARTMENT:** Alameda Municipal Power

**OPENING DATE:** 10/25/18

**CLOSING DATE:** 12/03/18 05:00 PM

**FLSA STATUS:** Exempt

## **NATURE OF POSITION:**

Alameda Municipal Power (AMP) is currently recruiting for a Safety Officer. This is an exciting **opportunity** to fill a **critical** role in an organization that values and prioritizes workplace safety. Please note that this position is **36 hours per week over 4 days** (typically Monday through Thursday) and is considered full-time with benefits. Please read on to learn more about AMP and this career opportunity.

## **About Alameda Municipal Power**

In 1887, the City of Alameda paid \$20,000 for the installations of 13 streetlights and a 90-kW generating station to power them. And with that, the oldest public electric utility west of the Mississippi was created.

Today, the City of Alameda is still in the power business and still a trendsetter. Now known as Alameda Municipal Power (AMP), we have survived over a century and a quarter of utility mergers that created behemoths in other places.

AMP has provided safe reliable power at lower rates without sacrificing service to power our community. We maintain local control so that we can re-invest in the island and provide value to enrich our lives, businesses, and the community.

We've seen a lot of change in 130 years, but through it all there's been one constant: We're as committed today to delivering safe and reliable electricity to the residents and businesses of Alameda as we were in 1887. We'll continue to invest in new and improved ways of doing business to manage costs, improve our service, and improve the environment.

## **About the Position**

The Safety Officer works with all divisions at AMP to ensure that safety is a priority for all employees. Some of the key responsibilities of the Safety Officer are as follows:

- Assess employee and supervisor needs for safety training in areas of awareness and job safety.
- Design, develop, coordinate, and deliver safety training programs.
- Advise staff on appropriate strategies/tactics for minimizing safety and health hazards and risks.
- Review legislation, perform audits, track reports, and recommend actions.
- Assist and provide guidance in the planning and implementation of regulatory compliance programs, e.g., Code of Federal Regulations, SARA Title III, G.O. 95, 128, and 165, and Injury and Illness Prevention Plan (SB198), involving health and safety for employees and the public.
- Maintain required records such as those required by state and federal worker protection laws.
- Regularly assess risk and liability and take appropriate action to minimize them.

- Analyze different processes and products to determine the existence, severity, probability, and outcome of hazards.
- Administer the hearing conservation, respiratory protection, eye, hand, and foot protection, and safety apparel programs.
- Conducts studies, prepares and presents reports and recommendations. Oversees work of consultants retained for special audits, studies and projects.
- Participate in the investigation of accidents and injuries and in the preparation of reports and evidence.
- Coordinate electrical and office safety training in areas such as first aid/CPR and hazardous materials/situations terminology and communication.
- Monitor job site activities and participate in planning processes.
- Foster employee involvement in workplace and public safety.
- Performs other related work as required.

**Qualifications to Apply**

Education:

Graduation from an accredited four-year college or university with major course work in environmental science, industrial hygiene, industrial engineer, safety engineer, physical science or related field.

Experience:

Four years of progressively responsible environmental or safety compliance with construction, maintenance and operations work activities; toxic/hazardous materials and situation experience; electrical power utility and/or telecom and worker safety compliance experience is desired.

We will also consider an equivalent combination of education and experience that meets the stated requirements in the job description.

Please click [here](#) to view the job description for Safety Officer.

**Selection Process**

Applications and questionnaires will be evaluated and candidates whose experience is evaluated as "best qualified" will be invited to an examination process. The examination for this recruitment will be in the format of a structured panel interview. **The interviews are tentatively scheduled for Thursday, November 29, 2018.**

**Highlighted Benefits**

- 4 day work week/36 hours per week
- Employer-paid medical contribution covers premiums for you and your family
- Employer-paid dental contribution covers premiums for you and your family
- Generous pension program (CalPERS retirement)
- Learn more about our benefits [here](#)

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 The examination process may test for, but is not limited to, the essential knowledge and abilities listed in the job specification and announcement and will be designed to provide a comprehensive review of each candidate's technical knowledge and overall suitability for the position. Qualified applicants will be notified of the exact date, time, and location of examinations approximately two weeks in advance. If applicants have not received written notice at least one week prior to the tentative test date listed in the flyer, they should contact the City of Alameda Human Resources Department at (510) 747-4900.

Candidates passing all components of the examination process will be placed on an Eligible List. A list of names is certified to the department(s) having vacancies based on the type of examination conducted pursuant to the provision of the City's Civil Service Rules. Final selection will be made from the Eligible List by the Department Head subject to approval by the City Manager. The Department Head may utilize additional selection procedures to make a final hiring decision. Placement on an Eligible List does not guarantee employment. Prior to appointment, a thorough reference check will be conducted which may include a credit check and background. The selection process may be evaluated and revised based on the number of qualified applicants. Federal law requires that prior to employment, you must furnish proof of your identity and eligibility for employment in the United States, as required by U.S. Citizenship and Immigration Services.

VETERAN'S PREFERENCE CREDIT: A job applicant qualifies as a veteran if honorably discharged from active military, reservist, or National Guard duty of at least 18 consecutive months within the past five (5) years of the date of application. In case of discharge attributable to service-connected injuries or illnesses, the 18 months active duty requirement need not be fulfilled. An applicant claiming veteran's preference credit must attach to their application, a legible copy of their DD-214 verifying the type of discharge and date(s) of active service. NO OTHER DOCUMENTATION WILL BE ACCEPTED.

**AN EQUAL OPPORTUNITY EMPLOYER:** The City of Alameda encourages minorities, women and the disabled to apply. It is the City's policy that all aspects of employment and promotion shall be without regard to sex, marital status or disability (except where dictated by requirements of the position), race, sexual orientation, political affiliation, religious creed, color, national origin or age. Qualified disabled persons must be able to perform the essential functions of the position with or without reasonable accommodations. No individual may pose a direct threat to the health or safety of himself/herself or other individuals in the workplace. Barring undue hardship, reasonable accommodations can be made in the application and examination process for disabled individuals or for religious reasons. Requests for reasonable accommodation should be made in advance to the Human Resources Department. Hearing Impaired TDD (510) 522-7538.

*The information contained herein is subject to change and does not constitute either an expressed or implied contract.*

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APPLICATIONS MAY BE FILED ONLINE AT:  
<https://alamedaca.gov/human-resources>

Position #2018-7710-01  
SAFETY OFFICER  
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