

**CLASS SPECIFICATION**  
**SAN DIEGO CITY CIVIL SERVICE COMMISSION**  
**SAFETY REPRESENTATIVE II - 1826**

**DEFINITION:**

Under general supervision, to perform varied and difficult safety inspection, investigation, and educational work at the journey-level; and to perform related work.

**\* EXAMPLES OF DUTIES:**

- Performs safety inspections of City equipment and facilities;
- Makes recommendations for the correction of hazards and potential losses;
- Reports violations of State safety orders and safe work practices;
- Analyzes reports of accidents, injuries, and certain types of losses or damages to City property to detect trends;
- Makes field investigations and interviews employees, supervisors, and others regarding accidents, injuries, and property loss;
- Develops safety and health educational and training materials;
- Conducts training sessions and courses;
- Conducts safety and health research;
- Conducts industrial hygiene studies and ergonomic assessments;
- Provides advice and assistance to departments on safety matters and State requirements;
- Administers safety shoe, safety glass, safety award, first aid, and other similar safety programs;
- Reviews specifications for new equipment and recommends safety required changes, and advises on safety required modifications to existing equipment;
- Makes recommendations on City-wide safety policies and standards;
- Keeps records and prepares reports;
- Conducts special studies and surveys.

**MINIMUM QUALIFICATIONS:**

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Description for updated minimum qualifications: <https://www.governmentjobs.com/careers/sandiego/classspecs>.

Successful completion of an Associate's Degree in Occupational Health and Safety, or a closely related field; **AND** one year of full-time professional-level experience in Occupational Safety and Health work which must include: inspecting facilities and equipment for compliance with Federal and/or State Occupational Safety and Health Administration (OSHA) codes and regulations; and conducting field investigations involving the interpretation,

- \* **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.

application, and enforcement of Federal and/or State OSHA codes and regulations.  
Possession of a valid California Class C Driver's License.