

Job Title: Environmental Health & Safety Technician

Revision: 1.0

Rev. Date: 6/11/2007

Job Description:

This is a job of moderate complexity requiring the ability to work and act both independently and under the direction of Senior EH&S Technicians and the Director of Safety & Environmental Services. The EH&S technician will assist the EH&S department in providing cost effective, state of the art environmental and safety consulting services to our clients. The client base ranges from small industry, local government, and school districts to large fortune 100 companies, universities and government entities. The EH&S Technician is responsible for performing tasks associated with maintaining compliance with applicable environmental and safety regulations. The position also serves as the primary interface and point of contact with the client when performing field services.

Primary Job Functions:

- 1.0 Ensure the proper calibration of IH equipment (internal and from manufacturer).
- 2.0 Perform environmental and industrial hygiene sampling and monitoring (Air, Water & Soil) including but not limited to Asbestos, Lead, Microbiological (fungi & Bacteria), IAQ, Metals, VOC's, PCB's and other materials as requested by the client.
- 3.0 Prepare, process and track analytical samples collected from projects. Provide written report of findings to clients.
- 4.0 Perform Phase I & II environmental Site Assessments and Remediations under the direction of the Sr. EH&S Technicians and The Director.
- 5.0 Perform Indoor Environmental Quality (IEQ) investigations and assessments.
- 6.0 Prepare written report of findings of IEQ and other investigations and assessments.
- 7.0 Perform routine inspections to ensure compliance with regulatory requirements and company EH&S procedures including fire extinguisher inspections, emergency eyewash/safety shower inspections and tests and inspections of hazardous materials accumulation areas.
- 8.0 Participate in health and safety reviews and audits of lab areas and provide follow up tracking of action items to ensure completion of corrective actions.
- 9.0 Assist in the development of EH&S training programs and conduct training as needed for the clients and as directed by the Program Manager
- 10.0 May provide consultation regarding the management, disposal and documentation of hazardous and regulated wastes.

11.0 May develop written compliance documents as required by the client to maintain compliance with OSHA, EPA, NYSDEC, NYCDEP and other agencies requirements.

Qualifications:

Bachelor of Science degree in EH&S or related area preferred. Must have a minimum of 2 years of experience in EH&S preferably in a consulting or large industrial environment. Additional work experience may be considered in lieu of the degree. Must be able to work independently with minimal supervision. Must have strong interpersonal and written communication skills and the ability to effectively interact with all levels of the organization. Must have the ability to solve a wide range of problems with support from EH&S professional staff on complex issues. Must be proficient in MS Office products. Must be computer literate and capable of learning specialized software packages. Must be able to wear a respirator and other appropriate protective equipment. Must be able to lift 50 lbs from ground level. Though infrequent, applicants must be able to be on call for emergency response 24 hours a day for security or safety concerns.