

SAFETY TRAINING INSTRUCTOR

42120

(Competitive)

DISTINGUISHING FEATURES OF THE CLASS

The work involves responsibility for the instruction and training of governmental employees in vehicle and occupational safety. The work is carried out in accordance with federal and local regulations and involves the identification of safety problems, the design and implementation of safety programs, as well as conducting training and safety courses to insure that local governmental employees follow standard safety practices and procedures in carrying out their work assignments. Work is reviewed by an administrative superior who allows the incumbent considerable latitude for the exercise of independent judgment in the design and implementation of safety programs. When assigned to Onondaga County Department of Transportation, an employee in this class is primarily responsible for vehicular safety and safety practices concerned with highway maintenance and construction. The work may include laying out and supervising the work of subordinates as well as participating and sharing in the work assigned. Reviews of work procedures are performed to insure compliance with safety rules regulations from interdepartmental supervisory personnel. Does related work as required.

TYPICAL WORK ACTIVITIES

Identifies present and potential safety problems by inspecting departmental operations and informing the employees of safety hazards.

Informs department heads and other supervisory personnel of operating procedures not in compliance with safety guidelines and works with them to establish standard operating procedures incorporating needed safety precautions into operations.

Designs safety programs upon the occurrence of dangerous situations by researching available data on safety procedures applicable to respective departmental functions and determines what training resources to utilize based upon safety hazards observed.

Performs full inspections and works with supervisory personnel to ensure ongoing compliance with safety program and safety regulations.

Conducts safe driving courses by giving classroom and field instructions to personnel and depending on assignment, conducts courses in such areas as driving tactics in normal speed, crash avoidance, emergency braking, skidding and blow out procedures, snow plow driver training, wing man training, defensive driving course instruction, pre trip and post trip inspections.

Trains employees in the safe ways to operate lawn mowers, jack hammers, chain saws, trucks, construction equipment and all other motor and motor driven equipment operated in government.

Conducts research and statistical studies to determine causes of accidents and to outline the effects safety programs have on accident prevention in government.

Recommends the purchase of equipment to maximize the safety of the public and its employees.

May conduct on the road training and instructional training for employees who want to increase driving skills, train for license upgrades, train for a specific certified drivers license or specific endorsement(s).

When assigned to the Onondaga County Department of Transportation:

May supervise, lead and participate in the activities of a group of workers in the performance of a variety of manual tasks.

Trains on a wide variety of self-propelled construction equipment and large dump trucks with plow and wing.

Compiles and maintains records of training activities.

Prepares reports.

Conducts individual training sessions to prepare employees for New York State Department of Motor Vehicles Commercial Drivers Test.

Oversees and participates in snow removal activities.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS

Good knowledge of federal, state and local laws, rules and regulations regarding occupational and vehicle safety health hazards.

Good knowledge of the principles, practices and methods employed in occupational and vehicle safety.

Good knowledge of recent developments, current literature, and sources of information relating to occupational and vehicle safety programs.

Good knowledge of principles, practices and techniques involved in safety training and instruction.

Skill in the safe operation of all vehicles, mechanical, plumbing, electrical and other industrial motor and motor driven equipment operated in municipal government.

Ability to make detailed field inspections and to recognize potential safety and health hazards.

Ability to instruct individuals and assess their capabilities in a practical situation.

Ability to enforce regulations firmly, tactfully and objectively.

Ability to deal effectively with department heads, supervisory personnel, other employees and the general

public.

Ability to plan, supervise and organize the work of others.

Ability to keep records and make reports.

MINIMUM QUALIFICATIONS

A. Two (2) years of work experience, or its part time equivalent, in developing and presenting instruction in safety programs, at least one (1) year of which must have involved vehicle and equipment safety; or

B. Two (2) years of work experience, or its part time equivalent, in training and evaluating in the operation and maintenance of complex heavy construction equipment or trucks over thirteen tons in weight. Must have certification by a recognized institute in training/evaluating on equipment used.

Special Necessary Requirement

When required to operate a motor vehicle, possession of a valid New York State Non-CDL or CDL, including any special endorsements, as required for the type of vehicle being operated. Where possession of a license is required, eligibility for and continued possession of the license is required for employment.

When assigned to the Onondaga County Department of Transportation

Must possess the appropriate license(s) and endorsement(s) for equipment used for training sessions.

02/2019 Revised