

DEPARTMENT OF LABOR
JOB OPPORTUNITY
OCCUPATIONAL SAFETY OFFICER
OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION UNIT

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: Candidates on a current examination list for Occupational Safety Officer
Location: 38 Wolcott Hill Road, Wethersfield, CT
Job Posting No: 422
Hours: 8:00 a.m. – 4:30 p.m.
Salary*: \$69,891 - \$89,888 annually
Closing Date: July 25, 2012

Eligibility Requirement: Candidates must have applied for and passed the Occupational Safety Officer exam and be on the current certification list promulgated by the Department of Administrative Services for this classification. State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Duties: COMPLIANCE: Conducts comprehensive occupational safety inspections of public employer work sites or Correctional facilities including inspections of all types of equipment, construction and personnel to ensure compliance with State Occupational Safety and Health Act; interviews managers, employees, union officials and others to obtain information; investigates accidents in the public sector or within Correctional facilities to determine cause and possible violation of Connecticut OSHA; investigates complaints of alleged violations of Connecticut OSHA by public employers; calibrates technical instruments; conducts tests with technical and scientific instruments; conducts occupational safety related research; recommends the issuance of citations, monetary penalties and time abatements; prepares comprehensive reports; audits employer records of injuries and illnesses; may testify at hearings and in court; may address employer and employee groups; performs related duties as required. CONSULTATION: In response to either public or private employers' or Correctional facilities' requests for technical assistance with occupational safety issues conducts inspections of the work site and equipment used; conducts tests with technical and scientific instruments; conducts occupational safety related research; provides off site technical assistance; makes recommendations to correct safety hazards; provides training, information and materials to employers and employees; assists employers in correcting occupational hazards; promotes the consultation services offered by the division; prepares comprehensive reports; audits employer records of injuries and illnesses; may perform compliance inspections; may address employee and employer groups; performs related duties as required.

Special Requirement: Incumbents in this class may be required to travel.

Working Conditions: Incumbents in this class may be exposed to some risk of injury due to climbing and working with electrical panels and unguarded equipment.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, State of Connecticut Application for Examination or Employment (CT-HR-12), and the Connecticut Department of Labor Pre-Authorization and Release form (immediately follows this job announcement) which includes a statement regarding the Guide to the Code of Ethics for Public Officials and State Employees. Current state employees are required to submit their last two service ratings. Current Department of Labor employees are not required to submit the Pre-Authorization and Release form. The CT-HR-12 can be downloaded from the DAS website at <http://www.das.state.ct.us/cr1.aspx?page=13>. Reference Job Posting No. 422. Applications will not be considered if incomplete, missing materials, or not received or postmarked by the above closing. Submit via mail to:

DEPARTMENT OF LABOR – HUMAN RESOURCES
200 Folly Brook Boulevard
Wethersfield, CT 06109
FAX NUMBER (860) 263-6699

Please note: If you are choosing to fax your application, it is not necessary to also send an original copy. Due to the large number of expected applicants we cannot confirm receipt of application materials.

*New hires to the State of Connecticut start at the minimum of the salary range.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.

CONNECTICUT DEPARTMENT OF LABOR

Pre-Employment Screening – Authorization and Release

Completion of this form is voluntary; however, if consent to obtain this information is not given, it may have an adverse effect on your employment opportunities with the Connecticut State Department of Labor.

Applicant's Name (Last, First, Middle): _____

Mailing Address: _____

Home Phone Number: () _____

I, the undersigned, recognize and understand that this constitutes my consent and authorization to disclose or furnish any relevant and necessary information or records to the Department of Labor concerning my character, employment, or military service as may be necessary for a determination of my suitability for employment with the Connecticut State Department of Labor.

This authorization is executed with the full knowledge and understanding that the Labor Department will take measures to protect the aforementioned information against unauthorized disclosure to any parties not having a legitimate need for it in the discharge of the official business of the Department.

I hereby RELEASE any respondent from any and all liability for damages resulting from a decision by the Department not to employ me on account of compliance, or any attempts at compliance with this authorization, except for any damages resulting from knowingly providing false or misleading information or records about me.

A copy of this authorization shall be as effective and valid as the original. This authorization shall be valid for twelve (12) months from the date of my signature.

Date Signed _____ Signature of Applicant _____

As a candidate being considered for employment at the Department of Labor, I have reviewed a copy of the Guide to the Code of Ethics for Public Officials and State Employees.

Date Signed _____ Signature _____

A copy of the Guide to the Code of Ethics for Public Officials and State Employees may be obtained at the following link: http://www.ct.gov/ethics/lib/ethics/guides/public_officials_guide_10.pdf