

DEPARTMENT OF CHILDREN AND FAMILIES  
JOB OPPORTUNITY

**SAFETY PROGRAM OFFICER  
(Engineering Division) - Position #82602**

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

**Open To:** Candidates on a current examination list or Lateral Transfers  
**Location:** Hartford, CT  
**Hours:** 40  
**Salary:** \$57,849 - \$74,864 (Annually)  
**Closing Date:** August 16, 2013

**Eligibility:** Candidates must have passed the Safety Program Officer examination list promulgated by the CT Department of Administrative Services (DAS). State employees may apply for lateral transfer if they currently hold the title of Safety Program Officer, or have attained permanent status in the class since their most recent hire date.

**Position Description:** The Department of Children and Families - Engineering Division is currently recruiting for one full-time Safety Program Officer in Central Office.

**Example of Duties:** Coordinates accident prevention activities in agency; conducts routine periodic inspections of agency to ensure compliance with the National Fire Prevention Act (NFPA), Occupational Safety and Health Act (OSHA), The Joint Commission (TJC), Veterans' Administration (VA) and/or other safety, health and sanitary codes and environmental regulations; recommends corrective action for any deficiencies; identifies agency needs in safety and loss control and evaluates effectiveness of implemented safety policies, procedures and guidelines; uses statistics and inspection reports to make recommendations for injury reduction and loss control; investigates accidents and maintains appropriate records; prepares fire evacuation plans; directs, coordinates and evaluates all disaster plan activities; conducts life safety inspections; participates in agency Safety Committee; schedules and conducts in-service safety training for staff; maintains contacts with individuals inside and outside agency who might impact on health, safety and workers' compensation issues; may serve as agency Fire Marshal; may represent agency at workers' compensation hearings; may coordinate building security access activities; performs related duties as required.

**General Experience:** Six (6) years of experience in occupational safety and health inspections, risk management or loss control.

**Preference:** Preference will be given to candidates possessing experience conducting training simulations & leading disaster exercises. Must also have experience in preparing Powerpoint presentations.

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

**Application Instructions:** Interested and qualified candidates who meet the above requirements should submit a cover letter, a resume, three (3) supervisory references (current state employees please provide last two Service Ratings in lieu of references) and an Application for Employment (CT-HR12) to the address below. Please reference Job Posting #82602.

DEPARTMENT OF CHILDREN AND FAMILIES  
505 HUDSON STREET  
HUMAN RESOURCES, 8<sup>TH</sup> FLOOR  
HARTFORD, CT 06106  
Attn: Bernice Morgan  
FAX: 860.707.1952

**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.