



**ELECTRICAL DISTRICT NO. 3 OF PINAL COUNTY
HUMAN RESOURCES DEPARTMENT**

www.ed3online.org

POSITION TITLE:	DIRECTOR, SAFETY	EXEMPT STATUS:	Exempt
DEPARTMENT:	Administration	SALARY GRADE:	
LOCATION:	District Office 41630 W Louis Johnson Drive Maricopa, AZ 85138-5402	SALARY RANGE:	
REPORTING RELATIONSHIP:	This position will report directly to GM/CEO.	SUPERVISORY RESPONSIBILITY:	None

ED3 is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, ED3 will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the employer.

JOB DESCRIPTION:

The Director, Safety works to ensure the safety of electric and water employees, contractors, and public. This position plans, coordinates, and implements safety rules, regulations, and performs training. This position ensures the utility meets the requirements of federal, state, and local regulations and standards involving OSHA, NESC, NFPA, NEC, FMCSR, and hazardous materials and fire safety. This position makes recommendations for safety changes, additional training, or equipment needed.

ESSENTIAL DUTIES:

- Stays abreast of and advises internal departments of current and changing safety regulations; develops safety practices, and procedures to comply with regulations.
- Determines if tools or equipment are hazardous or unsafe; recommends alternatives as needed.
- Works with appropriate Supervisors to schedule and coordinate training, testing, and inspections; performs and documents field and office worker observations and inspections to report to Department Managers.
- Plans, directs, coordinates and performs safety training for all employees and contractors as needed.
- Provides guidance and leadership to the Safety Committee.
- Responsible for maintaining employee and contractor training records.
- Assists in developing the safety budget and preparing monthly safety status reports.
- Leads investigations into accidents, incidents, and near misses in the office or field; works with outside entities as necessary.
- Performs other duties as required and/or assigned.

MINIMUM AND PREFERRED QUALIFICATIONS:

Minimum Qualifications

- High School Diploma or equivalent with at least seven years' experience with safety rules and regulations.
- Knowledge of OSHA and FMCSR laws and a current First Aid CPR Instructor.
- Ability to work nights and weekends as needed.
- Must pass pre-employment background screening.
- Must pass employment drug screening test.

Requirements

- Previous experience in distribution power systems such as a journeyman lineman or journeyman substation technician or equivalent.
- Experience in overhead and underground line construction, troubleshooting, equipment and operations.

- Specific safety experience in an electric utility or an industrial organization closely related to the electric utility industry is preferred.
- Successful completion of the NRECA Certified Loss Control Program or willing to complete within 6 months of hire date.
- Prior experience developing and performing safety training programs.

EXPERIENCE:

- Prefer an Associate's Degree in Occupational or Industrial Health or related discipline.
- Prefer seven years' experience with safety rules and regulations.

PHYSICAL REQUIREMENTS:

- Some lifting is required.
- Must be able to bend and lift and carry up to 25 pounds.

WORK ENVIRONMENT:

- This job operates in an office environment and in the field, this role routinely uses standard office equipment and standard equipment and tools.
- This position includes exposure to environmental conditions (hot, cold, and inclement weather), fumes or airborne particles, running equipment, and loud noises.