



Safety Specialist II

Job Code	20000063	Job Family	People Operations & Culture	Professional / Knowledge Worker	
Department	Sec Serv Bus Continuity	Reports to	Sr Mgr Safety Sec & Emrg MGMT	Union Status	Non-Represented
FLSA Status	Exempt	Pay Grade	2055	This Job is a Lead	No
Last Updated	12/1/2022				

Accountability for Workplace Culture

Our PUD values are at the center of our culture. Putting the safety, health, and well-being of our communities and those we work with is valued above all else and everyone on Team PUD must meet this commitment daily. Nothing we do in achieving our Mission is worth a single injury, and all who interact with us must feel they are valued and welcomed as individuals.

Everyone on Team PUD, in all positions, is accountable for achieving this safe and welcoming culture by:

1. Taking full ownership for the safety of themselves and their coworkers, while ensuring everyone feels valued and welcomed.
2. Taking action to identify and eliminate their own and others' at-risk behaviors, including the behaviors that may undermine another's feelings of being welcomed and valued.
3. Following all safety rules and regulations and ensuring the PUD's expectations for conduct and respect are maintained.
4. Openly sharing near-misses, safety learning opportunities, and ways we can learn to be a more welcoming place while encouraging others to do the same.
5. Utilizing Stop Work Authority to intervene with anyone, anytime, in any place.
6. Intervening or seeking guidance to stop actions that are harmful to the wellbeing, health, or sense of belonging of others, and which are detrimental to our PUD values.

Job Summary

Plans, implements, and maintains the District's accident prevention programs. Offers, teaches, and tracks assorted training District wide. Provides guidance on safety and supports a safety culture.

Accountabilities

Accountability #1

Deliver excellent customer experiences through powerful cross group partnership and collaboration that improves effectiveness and results by assisting in administering the District's accident prevention program and recommending changes for improvement.

Accountability #2

Achieve the highest level of employee and community trust in how the District manages Safety by conducting safety training courses for all levels of the organization.

Accountability #3

Achieve the highest level of employee and community trust in how the District manages Safety by attending and conducting presentations on organizational safety while ensuring we maintain a strong safety culture.

Accountability #4

Deliver excellent customer experiences through reliable, dependable, predictable service by performing inspections of facilities, tools, and equipment for the Accident Prevention Program. Recommends changes to assist in accident and injury prevention.

Accountability #5

Maintain transparency and the trust of our customers and stakeholders by assisting in compiling and analyzing on-the-job accident and safety data to track trends and develop preventative strategies.

Accountability #6

Accountability #7

Accountability #8

Accountability #9

Accountability #10

Minimum Qualifications Note

The minimum qualifications listed below are representative of the knowledge, skills, and abilities needed to perform this job successfully, as described in the Accountabilities. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential Accountabilities (duties and responsibilities) of this position. If you need assistance and/or a reasonable accommodation due to a disability during the application or recruiting process, please contact Human Resources at HRRecruiting@snopud.com, or by phone at 425-783-8655.

Qualifications – Education and Experience

Minimum Required Education and Experience:

Bachelor's Degree in Occupational Safety, Business Administration, or related field, AND
Two (2) years of experience working directly in a safety professional position providing safety related training, inspection, and/or program development;

OR

Four (4) years of experience in customer service, project management, contract administration, or related, AND

Two (2) years of experience working directly in a safety professional position providing safety related training, inspection, and/or program development;

OR

Six (6) years of experience as a Journeyman Lineman or Journeyman Substation Wireman (or equivalent High Voltage Journey level electrical experience), including two (2) years of experience

in a safety-related function (i.e. safety committee, safety chair, or related).

Preferred Education and Experience:

Safety experience at an Electric Utility

Qualifications – License(s) and/or Certification(s)

Minimum Required License(s) and/or Certification(s):

Washington State Driver's License.

Preferred License(s) and/or Certification(s):

Certified accreditation in occupational hearing conservation.
Certified instructor in basic first aid/cpr/aed.
Defensive driving instructor.
Certified Safety Professional or Certified Utility Safety Professional.

Qualifications – Skills and Abilities

Minimum Required Skills and Abilities:

Ability to interpret federal, state, local, and District policies and regulations.
Ability to communicate effectively both orally and in writing with all entities.
Conduct safety training and promote safety awareness to further the District's safety culture.

Preferred Skills and Abilities:

Ability to use noise level analysis equipment.
Knowledge of and ability to teach defensive driving.
Certification to respond to hazardous substance incidents.

Competencies

The following competencies describe the cluster of behaviors associated with job success in the job group identified as “Professional / Knowledge Worker”.

- Adaptability
- Building Customer Loyalty
- Building Partnerships
- Communication
- Continuous Improvement
- Continuous Learning
- Courage
- Decision Making
- Earning Trust
- Emotional Intelligence Essentials
- Facilitating Change
- Influencing
- Initiating Action
- Innovation
- Leveraging Feedback
- Mentoring
- Planning and Organizing
- Positive Approach
- Professional Knowledge and Aptitude
- Stress Tolerance
- Technology Savvy
- Valuing Differences
- Work Standards

Physical Demands

Physical Demands List

Frequency

Sit	Frequent (34-66%)
Walk	Occasional (11-33%)
Stand	Frequent (34-66%)
Drive	Occasional (11-33%)
Work on ladders	Seldom (1-10%)
Climb poles or trees	Never
Work at excessive heights (note heights in open text box below)	Never
Twist	Occasional (11-33%)
Bend/Stoop	Occasional (11-33%)
Squat/Kneel	Seldom (1-10%)
Crawl	Seldom (1-10%)
Reach	Occasional (11-33%)
Work above shoulders (note specific activity in open text box below)	Occasional (11-33%)

Use Keyboard /mouse	Frequent (34-66%)
Use wrist (flexion/extension)	Seldom (1-10%)
Grasp (forceful)	Frequent (34-66%)
Fine finger manipulation	Frequent (34-66%)
Operate foot controls	Occasional (11-33%)
Lift (note weight in open text box below)	Frequent (34-66%)
Carry (note weight in open text box below)	Frequent (34-66%)
Push/Pull (note specifics in open text box below)	Seldom (1-10%)
Work rapidly for long periods	Seldom (1-10%)
Use close vision	Frequent (34-66%)
Use distance vision	Frequent (34-66%)
Use color vision	Frequent (34-66%)
Use peripheral depth perception	Frequent (34-66%)
Speak	Frequent (34-66%)
Hear	Frequent (34-66%)

Additional Physical Demands not listed above and associated frequency below.

Mental Demands

Communication

	Frequency
Understand and carry out simple oral instructions	Constant (67-100%)
Understand and carry out complicated oral instructions	Occasional (11-33%)
Train other workers	Occasional (11-33%)
Work alone	Occasional (11-33%)
Work as a member of a team	Frequent (34-66%)
Follow standards for work interactions	Frequent (34-66%)
Write communications for clarity and understanding	Frequent (34-66%)
Speak with clarity with others	Frequent (34-66%)

Comprehension

	Frequency
Read and carry out simple instructions	Frequent (34-66%)
Read and carry out complicated instructions	Occasional (11-33%)
Retain relevant job information	Frequent (34-66%)

Reasoning

	Frequency
Read and interpret data	Occasional (11-33%)
Count and make simple arithmetic additions and subtractions	Occasional (11-33%)
Use intermediate and/or advanced math	Seldom (1-10%)

Organization	Frequency
Plan own work activities	Frequent (34-66%)
Plan work activities of others	Frequent (34-66%)
Direct work activities of others	Frequent (34-66%)
Resilience	Frequency
Work under pressure	Occasional (11-33%)
Work for long periods of time	Occasional (11-33%)
Work on several tasks at the same time	Frequent (34-66%)

Additional Mental Demands not listed above and associated frequency below.

Work Environment

Environmental Conditions List	Frequency
Exposure to weather	Seldom (1-10%)
Wet and/or humidity	Seldom (1-10%)
Atmospheric conditions	Seldom (1-10%)
Confined/restricted working environment	Never
Vibratory Tasks – High	Never
Vibratory Tasks – Low	Never

Additional Environmental Conditions in this job not listed above and the associated frequency below.

Risk Conditions List	Frequency
Exposure to Heights	Never
Exposure to Electricity	Seldom (1-10%)
Exposure to Toxic or Caustic Chemicals	Seldom (1-10%)
Working with Explosives	Never
Exposure to Radiant Energy	Never
Extreme Cold	Seldom (1-10%)
Extreme Hot	Seldom (1-10%)
Proximity to Moving Mechanical Parts	Occasional (11-33%)
Noise Intensity	Seldom (1-10%)
Exposure to animals	Seldom (1-10%)

Working with angry customers

Seldom (1-10%)

Additional Risk Conditions present in this job not listed above and the associated frequency below.

On-Call Status and Frequency

On-Call is required.

- Yes
- No

On-call activities and frequency.

Frequently - 1x month 6-12 times a year Engineers are called out on an as-needed bases. It is dependent on the nature of the outage or issue and the frequency of inclement weather. More experienced staff will be called out more frequently due to their experience and expertise with solving issues. As availability allows, junior staff may be called to assist with troubleshooting and to gain knowledge and experience.

Work Location

The primary assignment for this position is:

- Remote
- Office Hybrid
- On-Site
- Field/Job Site

While this description has provided an accurate overview of responsibilities, it does not restrict management's right to assign or reassign duties and responsibilities to this job at any time. This position description is designed to outline primary duties, qualifications, and job scope, but not limit our employees or the organization to complete the work identified. In order to serve our customers best, each employee will offer their services wherever and whenever necessary to ensure the success of the District in serving our customers, to further the safety, health, and inclusivity of employees and the public, and achieve expectations of the District overall, while also remaining flexible in recognition of the employee's wellbeing.