



Safety Specialist III

Job Code	20000106	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	2057	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

Collaborates with, facilitates, and supports front-line employees and managers who are the primary drivers of the safety culture. Provides technical guidance and consultation to safety personnel embedded within departments, safety department personnel, safety chairs, management, foreman/leads and other District staff, driving the shared safety culture and our District values into all areas of the organization through effective informal leadership and influence. May also serve in a lead role and assist in planning, coordinating, prioritizing, monitoring and evaluating the work results in assigned area. Plans, implements, monitors, and maintains the District's Accident Prevention Program. Works directly with Federal, State, and professional/technical/regulatory agencies and the public for the promotion of electrical safety and health.

Accountabilities

Accountability #1

Achieve the highest level of employee and community trust in how the District manages Safety by helping to lead, motivate, and foster a safety-conscious culture in the workplace to reduce incidents and injuries.

Accountability #2

Demonstrate powerful partnership that serves as a valuable resource for our employees by providing technical safety assistance and support to safety personnel embedded within departments, and assists with their cross-departmental safety learning opportunities to support shared safety culture.

Accountability #3

Demonstrate powerful partnership that anticipates the needs of our employees by ensuring safety training requirements are identified and appropriately administered within the Learning Management System to ensure employees are prepared. Partners with embedded safety personnel to incorporate additional safety training desired to support the District's safety culture. Ensures embedded safety personnel and District managers/foreman have access to dashboards showing all upcoming and due training by employee. Maintains and tracks records for all employee safety training in the Learning Management System and other projects as required.

Accountability #4

Increase the public's confidence in the quality of Safety by working directly with and representing the District before governmental agencies, the private sector and the public, partnering with embedded safety personnel to support their messaging.

Accountability #5

Maintain transparency and the trust of our customers and stakeholders by preparing and reviewing extensive monthly, quarterly and annual summary data and develops recommendations to further the safety culture based on analytics. Compiles and analyzes on-the-job industrial accident and safety data, provides recommendations for developing and implementing remedial measures. Monitors safety programs for effectiveness and makes recommendations for improvement.

Accountability #6

Provides content and curriculum development for Safety training courses such as First Aid and CPR, Defensive Driving, Back Injury Prevention, Hearing Conservation Program, Office Safety, Hazardous Materials Handling and Spill Response, Construction Safety, MSDS and other utility- oriented safety training courses. Conducts such training as necessary in lieu of or in partnership with embedded safety personnel.

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
Four (4) 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
Four (4) years of experience working directly in a safety professional position providing safety related training, inspection, and/or program development;

OR

Eight (8) years of experience as a Journeyman Lineman or Journeyman Substation Wireman (or equivalent High Voltage Journey level electrical experience), including four (4) 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.

Successful completion of a professional safety certification within 18 months of assuming the position.

Successful completion of "Train the Trainer" or similar course within six months from date of hire.

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

Certified in root cause analysis, accident prevention/investigation or similar.

Certified Safety Professional or Certified Utility Safety Professional.

Certified to teach First Aid and Defensive Driving.

Certified to conduct Audiometric Hearing Tests.

Qualifications – Skills and Abilities

Minimum Required Skills and Abilities:

Must be able to influence and drive a safety culture throughout the organization at all levels.

Must also be able to communicate effectively with all levels and in all manors.

Work independently and use discretionary judgment.

Analyze all potential safety hazards, statistics, and reports.

Coaching and consulting techniques.

Group facilitation and collaboration techniques.

Interest based bargaining or other conflict resolution practices.

Safety regulations and hazards inherent to the electric and water utility industry.

Specific knowledge of applicable state and federal safety standards for electrical workers.

Electrical construction standards and work processes.

Preferred Skills and Abilities:

Experience supervising or leading personnel in multiple settings.

Experience and training in root cause analysis to prevent and/or investigate accidents.

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	Occasional (11-33%)
Walk	Occasional (11-33%)
Stand	Occasional (11-33%)
Drive	Seldom (1-10%)
Work on ladders	Seldom (1-10%)
Climb poles or trees	Never
Work at excessive heights (note heights in open text box below)	Seldom (1-10%)
Twist	Seldom (1-10%)
Bend/Stoop	Seldom (1-10%)
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)	Seldom (1-10%)
Fine finger manipulation	Seldom (1-10%)
Operate foot controls	Seldom (1-10%)
Lift (note weight in open text box below)	Seldom (1-10%)
Carry (note weight in open text box below)	Seldom (1-10%)
Push/Pull (note specifics in open text box below)	Seldom (1-10%)
Work rapidly for long periods	Never
Use close vision	Occasional (11-33%)
Use distance vision	Occasional (11-33%)
Use color vision	Frequent (34-66%)
Use peripheral depth perception	Occasional (11-33%)
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	Occasional (11-33%)
Understand and carry out complicated oral instructions	Occasional (11-33%)
Train other workers	Frequent (34-66%)
Work alone	Occasional (11-33%)
Work as a member of a team	Occasional (11-33%)
Follow standards for work interactions	Occasional (11-33%)
Write communications for clarity and understanding	Occasional (11-33%)
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	Seldom (1-10%)
Direct work activities of others	Seldom (1-10%)
Resilience	Frequency
Work under pressure	Occasional (11-33%)
Work for long periods of time	Seldom (1-10%)
Work on several tasks at the same time	Seldom (1-10%)

Additional Mental Demands not listed above and associated frequency below.

Work Environment

Environmental Conditions List

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	Seldom (1-10%)
Vibratory Tasks – High	Seldom (1-10%)
Vibratory Tasks – Low	Seldom (1-10%)

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

Risk Conditions List

Risk Conditions List	Frequency
Exposure to Heights	Seldom (1-10%)
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	Seldom (1-10%)
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.