

# HAZARDOUS MATERIALS SPECIALIST III/TRAINEE



## **Description:**

Positions in this series, depending upon work assignment, perform a variety of assignments which require interpreting and implementing hazardous materials laws and regulations; provide informational services to the public; performs related field and office duties as required.

## **Distinguishing Characteristics:**

**Hazardous Materials Specialist II:** This is the standard classification for senior hazardous materials inspectors and responders who work under minimal supervision to apply hazardous materials laws and regulations to specific situations. Incumbents manage an inspection district, respond to complaints, and complete special projects to accomplish program and unit objectives. Positions in this class are distinguished by their responsibility as staff specialists in difficult, complex assignments. This class is distinguished from the Hazardous Materials Specialist III by the latter's responsibility for specialized program development, program planning, and supervision.

**Hazardous Materials Specialist I:** This is the first fully qualified, registered working level. Under general supervision, positions in this class are assigned hazardous materials inspection, document review, and related duties which do not require the levels of knowledge, and expertise, which characterize the next higher class of Hazardous Materials Specialist II.

**Hazardous Materials Specialist Trainee:** This is the trainee level of the series. Incumbents work under well-established guidelines and supervised field assignments to develop sufficient knowledge and experience to qualify for state registration and advancement to Hazardous Materials Specialist I.

## **Duties may include, but are not limited to:**

1. Conducting inspections and investigations for compliance with applicable hazardous materials and environmental laws and regulations associated with various business facilities.
2. Conducting inspections and investigations of underground storage tanks for compliance.
3. Explaining hazardous materials management regulations and requirements to various facilities, members of the public, and organizations.
4. Providing advice and reviewing ordinances and industrial standards for the storage and handling of hazardous materials.
5. Participating with government agencies in multimedia inspections, investigations, remedial activities and household hazardous waste management.
6. Assisting Hazardous Material Handlers with Business Emergency/Contingency Plans.
7. Writing grant applications and reports.
8. Preparing household hazardous waste for recycling and disposal.

9. Provides vacation or temporary relief as required.
10. Provides other duties as required.

**Additional duties of Hazardous Materials Specialist II's in Safety positions include:**

1. Responding, as assigned, for scheduled stand-by response to hazardous materials emergencies.
2. Participating in Interagency training, drills and exercises.
3. Selecting and maintaining monitoring and personal protective equipment.
4. Sampling and categorizing unknown hazardous materials.

**Non-Safety versus Safety Positions:**

Hazardous Materials Specialist II's in Safety Positions are members of the Hazardous Materials Response team, are on a rotation for after hours emergency response, and perform other emergency response functions depending on specific assignment. Hazardous Materials Specialist II's in Safety Positions must possess and retain certification as a Hazardous Materials Technician with the State of California.

**Typical Qualifications:**

**Hazardous Materials Specialist II:**

Graduation from an accredited four-year college or university.

Two (2) years of experience as a Registered Environmental Health Specialist.

Must have a valid Class C California Drivers License at the time of appointment. Must possess and retain a valid certificate of registration as an Environmental Health Specialist with the State of California. A copy of the certificate of registration is required.

**Hazardous Materials Specialist I:**

Graduation from an accredited four-year college or university.

Must possess and maintain a valid certificate of registration as an Environmental Health Specialist in the State of California issued by the Department of Health Services. A legible copy of the certificate of registration is required.

**Hazardous Materials Specialist Trainee:**

Graduation from an accredited four-year college or university.

Must meet the minimum qualifications for admission to the State Environmental Health Specialist Examinations as mandated by the State of California. A "Letter of Eligibility" from the State affirming eligibility is required. Hazardous Materials Specialist Trainees must meet the requirements for the Hazardous Materials Specialist I within 24 months of hire.

**Health and Physical Condition:**

Persons seeking appointment to this class must meet the health and physical condition standards deemed necessary and proper for performance of the duties established by the San Bernardino County Fire Department.

**The statements in this class specification are intended to describe the general nature and level of work being performed by incumbents assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties, qualifications and skills required of personnel so classified.**

**Job Code:** Varies

**Salary Range:** II-H38; I-H36; Trainee-H28

**Representation Unit:** Hazardous Materials

**Last Updated:** 9/28/09