



## *Employment Opportunity* *Safety Analyst II – Traffic Services*

### **City of Phoenix**

#### **ABOUT THIS POSITION**

Phoenix is the 5th largest city in the country, serving as Arizona's center of government, commerce, and culture. It is emerging in the new economy with strength in high technology, manufacturing, bioscience research and advanced business services. Phoenix is a young, progressive city, brimming with sports and cultural attractions, distinctive restaurants, fascinating museums, diverse residential options, and endless outdoor opportunities.

The Street Transportation Department is seeking a Safety Analyst II that will be responsible for ensuring that Traffic Services' Safety program follows the compliance of OSHA, City, State and Federal, and other regulatory agency requirements.

As Safety Analyst II, you are responsible:

- Providing technical guidance to Field Services supervisors/managers on various Safety issues.
- Providing training and certifying staff to use specific heavy equipment used during traffic signal construction including, but not limited to, bucket trucks, cranes, digger-derricks, backhoes, and assorted vehicles and trailers used to haul equipment/materials to job sites.
- Maintaining a database of Departmental Industrial injuries.
- Providing staff assistance to the Department's Accident Review Board on a monthly basis.
- Identifying, evaluating and mitigating workplace hazards within the division.
- Coordinating environmental, health and safety efforts with peers.
- Conducting routine safety inspections.
- Providing associated safety training.
- Performing job hazard analysis for field staff.
- Assisting in developing safety policies, procedures, training, and accident investigations.
- Collaborating with other departments, consultants, contractors, vendors and third-party trainers and auditors.

Working irregular hours, second and/or third shifts, weekends, holidays, and evenings may be required.

#### **IDEAL CANDIDATE**

- Proficiency with Microsoft Office Suite.
- Ability to work in groups and independently on assigned programs, training, and projects.
- Ability to build positive, trusted relationship with clients at all levels of the team and organization.

#### **SALARY**

\$52,644.80 - \$80,100.80 annually. Candidates may be hired up to \$80,100.80 depending upon qualifications.

AA/EEO/D/V Employer – 251 West Washington, Phoenix, AZ 85003

This publication can be provided in an alternative format upon request.

Call: (602) 495-5700 TTY: (602) 261-8687



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A comprehensive benefits package is offered which includes traditional pension with employer and employee contributions; choice of medical HMO, PPO, or HSA/HDHP plan; wellness incentive of up to \$720 annually; dental; vision; life insurance; long-term disability; 401(a) and 457 plans; medical enrollment includes a monthly \$150 City contribution to a Post-Employment Health Plan; bus/light rail pass; tuition reimbursement program; paid time off includes 12.5 paid holidays, 12 vacation days, and 15 sick days and personal leave days. Additionally, effective 10/1/2022, Paid Parental Leave is now offered to eligible employees up to 480 hours (12 weeks) of paid leave for the birth, adoption or foster care placement of a child during a 12-month period.

For more details, visit: [Unit 007 Benefits](#)

[Pension Information](#)

### MINIMUM QUALIFICATIONS

- Two years of experience in accident prevention and loss control programs, including at least one year of professional work experience with department-wide safety and employee occupational health, training, and motor vehicle safety programs
- Bachelor's degree in risk management, safety management, or a related field
- Other combinations of education and experience which meets the minimum requirements may be substituted
- The City job description can be found [here](#).
- All finalists for positions are subject to a criminal background check applicable to the department or position.
- For information regarding pre-screening and driving positions, [click here](#).
- Some positions require the use of personal or City vehicles on City business. Individuals must be physically capable of operating the vehicles safely, possess a valid driver's license and have an acceptable driving record. Use of a personal vehicle for City business will be prohibited if the employee is not authorized to drive a City vehicle or if the employee does not have personal insurance coverage.

### PREFERRED QUALIFICATIONS

The minimum qualifications listed above, plus:

- Experience with commercial vehicle licensing inspections and operations.
- Experience in providing training in classroom and field settings.
- Experience in program implementation and management.
- Experience in facilitating safety programs and developing materials for safety training.
- Experience in accident prevention and/or equipment training.
- Professional safety certifications and/or training in the construction industry.

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- Experience in researching and drafting safety policies and procedures.
- Familiar with DOT, FMCSA, MUTCD requirements.
- Experienced with NFPA 70e requirements.
- Experience with required PPE for heavy equipment such as Bucket Truck and Fall Protection.

### RECRUITMENT DATES

Recruitment closes January 4, 2023. All materials must be received by 11:59 p.m. on this date.

This is a position-based recruitment **and generates a one time use only list**. Once interviews are conducted and candidates are selected, this job posting will be considered closed and candidates will no longer be in consideration for the position applied for. This posting will not result in any ongoing eligibility list.

### HOW TO APPLY

Apply online by completing the required information and attaching, **as one document**, your cover letter and resume. Please include your experience as it relates to the qualifications stated above. Only the highest qualified may be posted to the eligible to hire list. The results of the resume screening process will be sent to your primary email address.

### WE ARE HERE TO HELP

- Job interviews may be held by video or audio conference.
- If you are in need of computer resources, [click here](#) for free options.
- Arizona at Work has frequent classes to help with resume writing, interviewing skills, and general career guidance. Click [here](#) for more information.
- Explore other [Employment Opportunities](#) with the City of Phoenix.
- Subscribe to receive [e-mail notifications](#) about new employment opportunities.
- If you need assistance applying for this job, please contact our HR Connection Center at [\(602\) 495-5700](#).

### REFERENCE

Safety Analyst II, JC:05060, ID# 48206, 12/15/2022, USM, SA, Benefits: 007

City of Phoenix employees commit to Work Smart, Spend Wisely, Be Kind.

City of Phoenix is an equal opportunity employer. AmeriCorps, Peace Corps, and other national service alumni who meet the required qualifications are encouraged to apply.

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