Job Class Profile: Industrial Hygienist II

Pay Level: CG-45 Point Band: 1136-1189

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	8	7	2	6	8	7	6	3	4	
Points	373	117	13	29	240	152	124	64	43	1155

JOB SUMMARY

The Industrial Hygienist II performs professional work in overseeing the design, implementation and evaluation of occupational hygiene programs established to provide environmental conditions which reduce, to a minimum, the exposure of workers to contaminants and stresses leading to occupational disease and disability.

Key and Periodic Activities:

- Plans and develops occupational hygiene programs.
- Conducts evaluations to determine worker exposures to chemical, physical and biological agents and other health hazards and ensures that proper control measures are in place to protect the health of workers through the enforcement of the Occupational Health and Safety Act and other legislation and standards.
- Investigates workplace health/hygiene concerns, illnesses and fatalities and recommends preventive measures and course of action concerning health and safety violations and issues directives to ensure implementation of such action. Serves as a Crown witness when required.
- Identifies areas requiring field investigations or research and initiates action as appropriate. This may involve reviewing scientific literature, evaluating research data, writing reports on work place assessments, developing hazard alerts or other publications and/or drafting requests for proposals, reviewing and approving research proposals and evaluating the results.
- Provides technical advice and makes presentations to the Industrial Hygienist I and other field staff, departmental senior management, professional associations and interested parties on topics related to occupational health.
- Participates in the development of standards, policies, guidelines and regulations related to occupational hygiene through departmental, inter-departmental or tripartite committees, working groups or task forces and multi-disciplinary studies.
- Reviews programs and industrial hygiene assessments developed and/or conducted by private consultants to ensure compliance with the Occupational Health and Safety Act and Regulations and recognized scientific practices and principles.
- Responds to enquiries from employers, unions, governments, professional firms (law, engineering and medical), health and safety agencies, consultants and the public on occupational health related matters.
- In consultation with management, assigns and reviews work and coordinates projects and

Key and Periodic Activities:

programs for Industrial Hygienist I's, OHS Officers and Hazardous Materials Officers.

— Consults with and provides regular updates to the management on situations or projects which are serious, controversial or have far reaching implications to ensure that senor executives and where necessary, external agencies, such as the Workplace Health, Safety and Compensation Commission are fully informed of matters that affect worker health in the province.

— Keeps abreast of current research and development in the field of industrial hygiene by maintaining professional certification; taking professional development courses; attending conferences; reviewing and monitoring current literature; participating as a member of departmental/provincial/federal committees, associations and task forces and networking through research and personal contacts.

— Consults with various organizations and professionals on occupational health issues and policies.

— Investigates work refusal notifications concerning occupational health.

— Participates in the recruitment and selection process.

SKILL

Knowledge

General and Specific Knowledge:

— Known and emerging industrial occupational health hazards

— Engineering and other types of control options to reduce work exposure

— Occupational exposure limits

— Air sampling methodologies and new laboratory analysis techniques

— Knowledge of industrial processes within the province

— Applicable legislation and regulations

Formal Education and/or Certification(s):

— Minimum: Master's Degree in Occupational Hygiene or equivalent and licensure as a Certified Industrial Hygienist/Registered Occupational Hygienist or Canadian Registered Safety Professional

Years of Experience:

— Minimum: 6 – 7 years

Competencies:

Ability to apply established techniques; coordinate a range of related work or project activities; develop programs, methods, procedures and initiatives and provide advice. Analytical, written and verbal communication skills.

Interpersonal Skills

— A range of interpersonal skills such as listening, asking questions, providing routine and specialized information, promoting services, instructing, coaching/mentoring, gaining the cooperation of others, providing expert advice, dealing with upset and angry people, resolving disputes (contentious and highly sensitive hygiene issues with management and labour), conducting formal interviews, negotiating contracts and agreements, facilitating meetings and

making formal presentations.

— Communications typically occur with employees/peers/supervisor, clients and other government representatives, with students/trainers, professional associations/advisors, private and public sector employers/employees and OHS Committee representatives.

— Most significant contacts are: Employers (to discuss occupational health hazards and protection of worker health); Employees (to discuss working environment to assist with evaluation/assessment of work place health hazards); and Management (to discuss development and implementation of new policies, research funding and compliance issues).

EFFORT

Physical Effort

— The demands of the job occasionally result in considerable fatigue, requiring periods of rest.

— Occasionally required to lift or move objects 10 - 25 lbs such as air sampling pumps, noise dosimeters, heat stress monitors, bioaerosol samplers and gas monitors when conducting inspections. During these inspections, there may be climbing and walking in confined areas or on narrow catwalks around, over and between large machines and industrial processes.

— Using the above noted equipment requires very controlled movement and maintaining physical balance.

— The use of fine finger/precision work to write briefing notes, detailed technical and investigative reports and other correspondence is a requirement.

Concentration

— **Visual** concentration is required when conducting exposure assessments, operating various types of equipment and using a computer to write reports.

— **Auditory** demands may require hearing protection as some work environments are noisy and communication is sometimes difficult.

— **Time pressures and deadlines** are experienced when briefing notes are requested. Accidents and illnesses may require immediate deployment to the work site for investigation. **Lack of control of work pace** occurs when complaints regarding occupational illness requires immediate investigation; a work-related fatality or notification of work-related illnesses are reported.

— **Higher than normal level of attentiveness for the health and safety of others** is required when conducting core activities and when working at unfamiliar work sites.

— Calibrating and using sampling equipment in the field, taking notes on observations and using a computer requires **eye/hand coordination**.

— **Exact results and precision** when conducting exposure assessments using a variety of sampling equipment is critical to ensure that statistically and scientifically valid results are obtained and that proper decisions are made to protect the health of workers.

Complexity

— Tasks and activities are different/unrelated and require the use of a broad range of skills and a diversity of knowledge.

— Activities such as planning and developing occupational hygiene programs and overseeing their design, implementation and evaluation have strategic and policy significance.

- Required to keep abreast of trends and developments to ensure current knowledge of known and emerging occupational health hazards in all industry sectors.
- Some challenges/problems/issues can be addressed by following procedures or guidelines, however, many are unique problems that must be defined and practical solutions found or where creative problem definition, analysis and complex solution development is required.
- Issues that are likely to arise involve exposure to a hazardous substance either in the present, past or future and how to reconstruct, control and/or prevent future exposure. This is a challenge because occupational diseases do not happen overnight; they generally have a long latency period. An example is the assessment of radon gas in underground mines. Consultation with other jurisdictions and the Radiation Safety Institute of Canada to develop a sampling strategy for all underground mines in the province is required to determine the potential for overexposure.
- Reference material available includes legislation and regulations; standards, (i.e.Canadian Standards Association), guidelines, manuals, research and information from other jurisdictions.

RESPONSIBILITY

Accountability and Decision-Making

- Work tasks and activities are generally not prescribed nor controlled. Exercises considerable independent judgement, particularly in work site situations where the health and lives of workers may be placed in imminent danger and where there may be potential financial repercussions for the employer. Have full authority to issue Stop Work Orders where there is imminent danger to a worker's health or safety. Directives/Orders can also be issued to employers that are in non-compliance with legislation. The Industrial Hygienist II must also counsel affected parties factually regarding potential health risks and precautions necessary to avoid adverse health effects.
- A key activity is the planning and development of occupational hygiene programs.
- Policy changes, significant commitments on behalf of the division, prosecution for violation of legislation, allocation of time for committee and task force activities, purchasing of equipment and publications, and the performance of overtime requires supervisory approval.
- Discretion and judgement when interpreting directions and applying guidelines are exercised when dealing with hazards where there may not be legislated limits established for exposure. Judgement is exercised based on all the information obtained during an investigation, including a comprehensive assessment. In making judgements must adhere to the Code of Practice of the Professional Practice of Industrial Hygiene.
- Acts independently and must exercise a high degree of independent discretion and judgement when investigating work refusals that could not be resolved internally within an organization and make decisions on whether or not to uphold the refusal and require corrective action.

Impact

- Impacts are felt internally within the immediate work area/department/government as well as externally with employers and employees in the public and private sector. Resources affected include equipment (may be taken out of service, reducing a businesses' operation and productivity); processes and systems, information (reports issued are available to the employer's OHS Committee for review); finances, facilities, material resources, human

resources (employer's may require additional employees to meet requirements of the legislation); health and safety (of employees within the public and private sector), corporate image (employer may be identified in the media, especially if there is a serious injury or fatality) and the environment (indirectly, i.e. incinerator shut down as a result of an investigation).

— The consequences of a mistake or error can have a significant impact on the lives, health and well-being of people. The precautionary principle governs the practice of a certified industrial hygienist. Thus, the consequences of an error may result in some financial cost to an employer but not the health of a worker.

Development and Leadership of Others

— There is no supervision of staff.

— Provides on-the-job advice/guidance and technical direction to staff, including students doing practicums for their Master's Degree, and to Industrial Hygienists in private industry. Performs a lead role in the coordination of various studies by delegating tasks and coordinating work of other staff. Provides input into staffing and recruitment.

WORKING CONDITIONS

Environmental Working Conditions

— There is a requirement to anticipate potential hazards that may be encountered at worksites and wear appropriate personal protective equipment and follow safe work practices and procedures.

— There is limited likelihood for injuries or illnesses resulting from hazards given that all health and safety regulations are followed.

— Tasks and activities are carried out in a variety of work places. This may include indoor environments such as offices, warehouses, processing plants, schools, factories, industrial work sites, hospitals, etc. Outdoor environments may be visited at any time of year and include refineries, shipyards, industrial construction sites and mine sites.

— Occasionally there is potential exposure to unusual/distracting noise, dirt, dust, glare, fumes, limited ventilation and lighting, vibration, hazardous chemicals, toxic or poisonous substances, bodily fluids and waste, infectious diseases, odours, dangerous heights or depths, wet or slippery surfaces, electrical shocks, lack of privacy, isolation, awkward or confining workspaces, temperatures extremes, radiation, physical dangers or threats, sharp objects, heavy machinery, adverse weather conditions and travel.