New York State Department of Civil Service
Division of Classification & Compensation

Classification Standard

Occ. Code 7840300

Senior Industrial Hygienist, Grade 20	**7840300**
Associate Industrial Hygienist, Grade 23	**7840400**
Supervising Industrial Hygienist, Grade 27	**7840600**

Brief Description of Class Series

Industrial Hygienists address occupational health hazards in various work conditions through recognition, anticipation, evaluation, and control of these hazards. These positions conduct occupational health and safety inspections and consultations of office buildings or facilities operated by the State of New York, any of its political subdivisions, and private sector companies to determine, or advise on, compliance with applicable State and federal health and safety standards. The inspections or consultations are conducted to identify and evaluate health and safety standards violations, physical hazards, and occupational health hazards of a complex nature, particularly those associated with exposure to toxic or explosive chemicals and substances in the form of dusts, fibers (including asbestos), mold, fumes, mists, vapors, gases, metals, pathogenic organisms as well as other biological hazards, ergonomic stresses including noise and vibrations, extremes of temperature and humidity, light of various types, and other physical energies including electromagnetic emissions and non-ionizing and ionizing radiation.

Distinguishing Characteristics

Senior Industrial Hygienist: entry level; performs inspections and provides consultative services.

Associate Industrial Hygienist: first supervisory level; supervises and trains lower-level industrial hygiene staff; independently handles complex health and safety inspections and consultations; assists management with oversight of various health and safety programs.

Supervising Industrial Hygienist: one position class; second-supervisory level; assist in planning and coordinating Department of Labor industrial hygiene services.

Related Classes

Safety & Health Inspectors perform inspections of public and private work sites, and places of public assembly to ensure conformance with established occupational safety and health standards, identify unsafe conditions and work practices, and provide training to protect workers and the public. These positions perform inspections of worksites such as: state, county, city, and town office buildings, hospitals, correctional facilities, sewage treatment plants, ski areas, carnivals, fairs and amusement parks, explosives magazines, power scaffolds and other window-washing operations. These worksites may also include asbestos abatement projects, and mold assessments and remediations.

Illustrative Duties

Senior Industrial Hygienist: inspects publicly and privately owned and operated work sites to evaluate materials, work processes, and by-products to determine the presence and degree of health hazards and violations; studies the nature of the work, materials, processes, and equipment used that may affect the occupational health and safety of employees at the facility; interprets standards for the employer; interviews employees to obtain information concerning the work environment; collects measurements to identify and quantify hazards that are potentially harmful to the health of workers; prepares and calibrates instruments and collects samples for laboratory testing; uses industrial hygiene principles for the abatement of job health and safety hazards as needed; meets with management and authorized employee representatives, as needed, prior to the inspection or on-site consultation and upon completion of walk-through of the premises; recommends, after consultation with supervisor, abatement measures for control of health hazards; takes appropriate measures to protect employees in imminent danger situations; prepares narrative reports of inspections, or consultations, which may include citations of applicable health and safety standards violated, orders or corrective recommendations issued, and dates by which compliance is expected; schedules follow-up visit to determine if recommended actions have been taken to abate hazards in compliance with orders or recommendations; assists in preparing material for informal hearings, formal appeal proceedings and litigation and provide testimony; assists with appeals investigations referred by the Industrial Board of Appeals; assists in gathering material for court appearances which may result from inspections; may serve on labor-management health and safety committees as a management representative; performs worksite evaluations to identify risk factors which have or are likely to cause musculoskeletal injuries, such as rapid pace, repetitive motions, or forceful exertions, and recommends workplace changes that can reduce risk factors and exposures; may serve as the Automatic Defibrillator (AED) coordinator for an agency; and may conduct employee health and safety training.

Associate Industrial Hygienist: conducts occupational health and safety inspections and consultations; researches and interprets various laws, industrial codes, rules and regulations such as Occupational Safety & Health Administration (OSHA), Public Employee Safety & Health Bureau (PESH), and others; identifies violations of various policies related to physical and health hazards; directs employers and agency

programs to correct deficiencies, provides assistance correcting violations, and prepares violation notices; prepares comprehensive reports on the findings of on-site visits; supervises chemical waste disposal; performs hazardous waste determinations pursuant to New York State environmental regulations; conducts review of written reports submitted by industrial hygiene staff; confers with staff to assist with resolution of occupational health issues; conducts training for staff, and public or private sector employers and employees; provides expert technical assistance to employers, managers, and employees on OSHA/PESH programs, standards, regulations, policies, and procedures; analyzes collected data, evaluates results, and recommends remedies for safety and health issues; conducts comprehensive health surveys for employers; assists in preparing material for informal hearings, formal appeal proceedings and litigation and provides testimony; assists with safety program management, including those related to OSHA/PESH regulations such as hearing conservation, respiratory protection, bloodborne pathogen, permit required confined spaces, rabies prevention, heat-related illness and protection, UV sun exposure protection, tick borne disease prevention, personal protection equipment, including safety footwear, electrical safety, CPR and First Aid Training, hazardous material safety, lead control plan, asbestos control plan, welding safety, tenant safety, and employee wellness programs; and may also serve as the “Safety Officer” in emergency (ICS) responses and deployments.

Supervising Industrial Hygienist: determines priorities for requests for industrial hygiene services; coordinates the services of industrial hygiene field staff to ensure the consistent use of uniform directives and policies; reviews reports by industrial hygiene staff; ensures that industrial hygienists are fully trained in the most current procedures and policies and are knowledgeable in all areas they might be expected to operate; evaluates recommendations made for correction of hazards by staff; conducts training for staff, and public or private sector employers and employees; assists the Safety and Health Program Manager to ensure that employers have effective health and safety programs; makes recommendations regarding employer exemptions; may conduct inspections in complex or sensitive situations to identify and quantify hazards; prepares reports for managers; and attends meetings and conferences representing Safety and Health Program Managers.

Minimum Qualifications

Senior Industrial Hygienist

Open Competitive: bachelor’s degree in audiology, bacteriology, biochemistry, biological science, biology, biophysics, biostatistics, chemical engineering, chemistry, community health, environmental biology, environmental engineering, environmental health, environmental planning, environmental toxicology, epidemiology, genetics, geochemistry, health physics, human development, hydrology, industrial hygiene, medical science, medical technology, molecular biology, nursing, occupational health, petroleum engineering, physics, public health, or toxicology and either completion of a two-year traineeship or two years of industrial hygiene experience.

Substitutions: Certified Safety Professional (CSP) or Certified Industrial Hygienist (CIH) certification.

Associate Industrial Hygienist

Promotion: one year of service as a Senior Industrial Hygienist.

Supervising Industrial Hygienist

Promotion: one year of service as an Associate Industrial Hygienist.

Note: Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

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