

SAFETY AND LOSS CONTROL MANAGER

Nature of Work: Under administrative direction, performs complex administrative work in planning, directing, implementing and evaluating the safety and loss control program for the Workers' Compensation Division. Responsible for administrative and technical elements of program development and implementation. Will consult with and be a resource for the division workforce in safety and loss control issues. Significant interaction with private sector business leaders and managers is required. Advises Commissioner and Director on safety and loss control matters. Supervises professional and technical staff of the unit. Performs related work as required.

Examples of Work

- Directs the administration of a safety and loss management program within the Workers' Compensation Division to include steps for claims prevention, i.e., identify hazards; identify and implement solutions; establish, monitor, and report actual to planned program results/objectives; and establish emergency programs.
- Directs activities such as safety programs, safety inspections, design and implementation of targeted employer programs, acquisition of qualified resources through out-sourcing, and monitors the performance of same.
- Directs and implements activities related to the review and approval of Qualified Loss Management Programs, acquisition of qualified loss management firms, monitors results achieved by said firms, coordinates qualified loss management programs with rate-making support, claims management, risk managers, and financial reporting.
- Directs, audits, and oversees state-recommended safety education and training seminars and directs and develops focus groups to design innovative solutions to chronic and repetitive safety and health programs; oversees the budget for these activities.
- Directs research and analysis activities for the compilation and preparation of reports for dissemination to requesting employers.
- Reviews safety and loss control programs proposed by employers, recommends changes, and approves or denies these plans.

SAFETY AND LOSS CONTROL MANAGER (CONT'D)

Examples of Work - Cont'd.

Develops and coordinates statewide training and education needs and resources for employers requesting services for those mandated for such services.

Knowledge, Skills and Abilities

Knowledge of state and federal safety and health regulations.
Knowledge of safety and loss control methods and practices.
Knowledge of occupational safety practices and principles for correcting unsafe work conditions/practices.
Knowledge of industrial work procedures and plant operations.
Ability to develop, implement and evaluate occupational safety programs.
Ability to interact effectively with corporate leaders and public officials.
Ability to communicate effectively, orally and in writing.
Ability to interpret and apply federal and state safety and health regulations.
Ability to supervise the work of others.

Minimum Qualifications

Training: Bachelor's degree from an accredited four-year college or university.

Substitution: Experience as described below may be substituted for the required training on a year-for-year basis.

Experience: Six years of full-time or equivalent part-time paid experience in occupational safety or occupational health, industrial hygiene or safety and loss control programs, two years of which must have been in a supervisory capacity.

Substitution: Master's degree in safety or related fields may substitute for one year of the required general experience.

Established: 9/19/90
Title Changed: 9/18/96
Revised: 5/14/01
Effective: 5/14/01