

# **\*JOB ANNOUNCEMENT\***

## **Transportation Safety Specialist I Grade 24**

**DUTIES:** Coordinates all aspects of transportation safety for bus, rail, paratransit and non-revenue vehicle operations, under direction of the Department Manager. Initiates, facilitates, and participates in meetings with various RTA departments as well as outside agencies regarding safety matters. Analyzes accident data to develop recommendations for improvement. Serves as an advisor to local safety committees and supports executive safety committee meetings with safety information updates; assists in resolving hazards, and follow-up on safety suggestions. Investigates and/or assists in the investigation of major bus, rail, and other vehicle accidents. Conducts root cause analysis and provides recommendations for all incidents. Follows-up on all recommendations to completion. Maintains incident recommendations and inspections databases and provides status reports semi-annually. On-call status 24/7, on a rotating schedule. Reviews specifications for safety standards. Leads in the development, implementation, and instruction of safety programs. Conducts or assists in the performance of safety inspections at various GCRTA properties. Conducts audits and safety certifications in accordance with 49CFR Part 659 to determine compliance with Systems Safety Program Plan. Develops compliance action plan(s); monitors and evaluates results. Works with all departments, districts, and divisions within the GCRTA to ensure compliance with all established safety regulations, policies and procedures in order to provide the highest level of safety within the agency.

**MINIMUM REQUIREMENTS:** Applicants must have a high school diploma. An associate's degree in safety, environmental science, engineering, or related technical degree is preferred. Must have 0-3 years of experience in safety and environmental regulations. Applicants must possess a valid Ohio Driver's License and must be able to successfully complete the Defensive Driving Instructor Course. Must have excellent writing skills, familiarization with MS Office specifically: MS Excel, MS Word, Project Management software experience is a plus. Must be able to demonstrate a working knowledge of OSHA regulations for manufacturing and construction, environmental compliance, hazard analysis, statistical trending, and root cause analysis. A CSP (Certified Safety Professional), ASP (Associate Safety Professional), or OHST (Occupational Health & Safety Technologist) designation from the Board of Certified Safety Professionals is preferred, but not required. Knowledge of Transit Safety Certification for major projects is also an asset. Transit safety experience and rail state safety oversight experience is preferred.

**STARTING SALARY RANGE:** \$40,901 - \$54,194 annually

**FILING OF RESUMES:** Resumes must be received in the Human Resources Department of the Greater Cleveland Regional Transit Authority by fax (216) 781-4483, e-mail: [jobs@gcrta.org](mailto:jobs@gcrta.org), or mail to 1240 West 6<sup>th</sup> Street, Cleveland, Ohio 44113.

**Resumes will be accepted until the position is filled.**

**SELECTION PROCESS:** This is a non-bargaining exempt position. Merit system rules do not apply. No Eligible list will be established. The selection process will include one or more components to demonstrate applicants' knowledge, skills and abilities in job related areas. These may include exercises such as practical demonstrations, written communications, oral interviews and/or competency assessments.

**AN EQUAL OPPORTUNITY EMPLOYER/ ADA EMPLOYER/ DRUG FREE WORKPLACE**

Job Grade: 24

Date: May 2, 2011

Job Announcement No.: 2011-44

Web Site Address: [www.riderta.com](http://www.riderta.com)

Email: [jobs@gcrta.org](mailto:jobs@gcrta.org)

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