

### SAFETY INVESTIGATOR 3

#### KIND OF WORK

Third level professional safety and health inspection, investigation and education work.

#### NATURE AND PURPOSE

Under limited supervision, employees in this class provide a full range of professional safety inspection and investigation activities in an Occupational Safety and Health Act (OSHA) unit. An employee in this class is responsible for promoting and developing industrial safety and enforcing safety laws, rules and regulations in an assigned area. The incumbent conducts a variety of field investigations of business and industrial establishments requiring the application of technical skills and knowledge, with minimal or no guidance. These include catastrophes, accidents and fatalities, serious injury, imminent danger, follow-up and referral investigations of general industry and construction and special emphasis safety and health inspections.

This classification differs from the classification of Safety Investigator 2 in that Safety Investigator 3 positions handle the most difficult, complex and/or sensitive issues and cases which require specialized technical expertise/training; operates independently on issues where less direction is provided; recommends changes to Minnesota Occupational Safety and Health Act (MNOSHA) Directives; may be independently responsible for an investigation which has statewide impact and/or interaction with Department of Labor and Industry legal services; and provides new employee orientation or specialized training to less senior safety investigators.

This class differs from Safety Investigator 4 because positions in that class function as unit lead workers or as statewide technical experts in an OSHA program. Promotion from this level in the class series is contingent upon vacancies in the Safety Investigator 4 class appropriate to the programs and units of MNOSHA.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Mentors Safety Investigators 1 on routine inspections or Safety Investigator 2 on more complicated inspections; conducts new employee training sessions.

Schedules work activity and inspections in accordance with the division policy so that all priorities of the OSHA Program are met.

Independently inspects places of employment to ensure that employers are providing a safety and healthful environment for their employees.

Prepares well-documented case files that are ready for court that includes pre-inspection preparation, analysis of inspection findings and corrective action to be taken, communication and technical information and instrumentation used to conduct investigations (e.g., photographic equipment, air sampling pumps, sound level, meters, sketches).

Ensures case files are prepared so that the information is accurate, technically correct, fully documented to substantiate all citations issued and legally sufficient for use by the Attorney General to pursue in litigation.

Participates and provided recommendations and solutions during employer/employee informal conferences.

Testifies should contestation hearing arise so that citations are supported and the cases are presented in a professional manner.

Conducts and assists with developing outreach that includes classroom presentations, speeches and panel discussions to promote a greater awareness of the goals of MNOSHA.

Provides specialized and technical safety expertise to internal staff and is often sought out for advice.

Represents the agency and MNOSHA on contacts with external constituents so that their rights under OSHA and statutes are explained and understood.

Participates in mandatory and self-initiated training, education and career development so that professional status is maintained.

### KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

#### Knowledge of:

Federal and state administrative and statutory requirements; occupational health and safety codes, theories and regulations sufficient to independently analyze situations to determine potential hazards or violations.

General industry, construction, toxic materials and biological agents' terminology; construction machinery and equipment; testing equipment; personal protective equipment and operation and design sufficient to evaluate and detect safe or unsafe businesses or other working environments.

Investigatory techniques including negotiation and mediation sufficient to gather and preserve required facts, documentation, evidence, etc. for case file documentation and litigation of unresolved, disputed and contested cases.

Working knowledge of related professional fields of work such as chemical, mechanical, electrical, industrial and civil engineering.

Safety management and construction process.

Skill in:

Operation of specialized equipment for detecting the presence of dust, gases and fumes.

Mediating different positions in a technical area of safety expertise.

Ability to:

Demonstrate problem resolution using good evaluation, research and problem solving techniques.

Work independently without direct supervision.

Secure compliance with health and safety regulations.

Write reports of investigation processes and outcomes.

Speak effectively to groups and to prepare and deliver testimony.

Research, write and interpret standards and policies.

Establish effective working relationships with businesses and employees.

Working conditions:

Employees in this class are required to travel and work under varied and often hazardous conditions that may include the following conditions and that may require the use of protective wear and/or equipment: exposure to falls from heights, contaminated atmosphere, wet and dusty locations, chemical exposures, exposures to harmful physical agents (e.g., excessive heat, noise and radiation), explosion hazards, machine and process hazards.

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Rev.:

T.C.:  
Former Title(s):