



VACANCY NOTICE

- TITLE:** Assistant School Health and Safety Coordinator
- LOCATION:** Support Service Center – Norwich, NY
BOCES wide
- REPORTS:** Health and Safety Coordinator
- TERMS:** Full-time, 12 months
- QUALIFICATIONS:** Competitive Civil Service position. Candidates must meet the minimum Civil Service qualifications and successfully complete the exam.
Minimum qualifications: Bachelor's degree and six months of experience in occupational safety and health programming; or Associate's degree and two years of experience in Occupational safety and health programming; or four years of experience. Depending on assignment the following may be required to be obtained after permanent appointment: New York State CDL Class B with Passenger Endorsement, Asbestos Inspector/Management Inspector Certificate(s), and Code Enforcement Official Certification.
- RESPONSIBILITIES/DUTIES:** Selected candidate will assist in implementing school district trainings; assist in matters of compliance with various regulatory agencies and record keeping; may assist with School Bus Driver and Monitor Training, testing and maintaining records, maintain a variety of written reports; good knowledge in all areas of School Bus Driver and Monitor regulations; conduct fire and structural inspections; conduct incident command training and prepare emergency exercise drills; perform inspections on life safety equipment; conduct indoor air quality investigations; and perform safety inspections.
- SALARY/BENEFITS:** Starting salary \$44,000 - \$49,000 based on experience. Generous leave and benefit packages available
- STARTING DATE:** As soon as possible
- TO APPLY:** Send cover letter, resume, Civil Service application and DCMO BOCES application. Applications reviewed as received.

DCMO BOCES Application found at:
<http://www.dcmoboces.com/application>

Delaware County civil service application found at:
http://www.co.delaware.ny.us/departments/pers/docs/employee_docs/DC%20Application%2020191121%20savable.pdf

Apply online:
www.OLASjobs.org
-or-
<https://dcmo.mightyrecruiter.com>

By mail:
Human Resources Department
Delaware-Chenango-Madison-Otsego BOCES
6678 County Road 32
Norwich, NY 13815-3554

DCMO BOCES does not discriminate based on actual or perceived race, color, religion, religious practice, national origin, ethnic group, sex, gender identity, sexual orientation, political affiliation, age, marital status, military status, veteran status, disability, weight, predisposing genetic characteristic, domestic violence victim status, or any other basis prohibited by New York State and/or federal non-discrimination laws.

5/04/2022