



## **Job Specification**

**Job Title: Radiation Safety Officer**  
**BCAT Code: 453X AN**  
**Pay Grade: G17**

**Effective Date: April 1, 2007**  
**Revision Date: February 1, 2007**  
**FLSA Status: Exempt**

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### **General Description**

Develops, implements, and manages a comprehensive Radiation Safety Program designed to facilitate campus research initiatives while protecting faculty, staff, students, and visitors as well as the environment from the adverse effects of research involving Radiation and Radioactive materials. This is the entry-level officer position within the Radiation Safety Officer series. Duties are performed under general to minimal supervision.

### **Examples of Duties**

- Identifies and evaluates occupational exposures as well as hazardous conditions and recommend controls to eliminate and/or minimize employee health risks in laboratories and related facilities. Investigate incidents in which personnel radiation exposure is anomalous and/or exceeds limits.
- Responds to laboratory and research facility emergencies involving radiation and radioactive material, conduct incident investigations, provide incident reports, and develop and implement corrective action measures as needed.
- Provides radiation safety training to faculty, staff and students.
- Establishes and maintains records, reports, documents, license amendments and other records as required by regulatory organizations.
- Manages, inspects, and evaluates safety compliance issues applicable to laser use.
- Maintains the University's radioactive material's license and all other related documents.
- Provides expertise and support to the Office of Research Integrity.
- Performs other related duties as assigned.

### **Knowledge, Skills and Abilities**

- Knowledge of applicable federal, state, and local laws, regulations, codes, and guidelines related to the research involving radiation and radioactive material.
- Ability to effectively communicate with all levels of the campus community.
- Ability to work under pressure and handle stressful situations.
- Must be able to wear and use appropriate personal protective equipment.
- Ability to manage a budget and effectively direct the work of others.
- Proficiency with word processing, spreadsheet, and database software.

### **Minimum GSU Hiring Standards**

Master's degree in physics, health physics, biology, public health, or related field and three years of related experience. Certification by the American Board of Industrial Hygiene (CIH), Board of Certified Safety Professionals (CSP), and/or American Health Physics Society (CHP). Experience in an academic setting preferred.

*The above is a general description of duties performed by employees holding this job title and does not represent a complete list of duties that may be assigned to an employee.*