Job Title: Radiation Safety Officer

BCAT Code: 09NX37                    Effective Date: January 1, 2008
Pay Grade: G17     FLSA Status: Exempt                    Revision Date: July 1, 2013

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 recommends controls to eliminate and/or minimize employee health risks in laboratories and related facilities.
- Investigates incidents in which personnel exposure to radiation is anomalous and/or exceeds permissible limits.
- Responds to laboratory and research facility emergencies involving radiation and radioactive material.
- Conducts incident investigations; provides incident reports; develops and implements 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 agencies.
- Manages, inspects, and evaluates safety compliance applicable to laser use.
- Maintains the University radioactive material 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.
- Knowledge of word processing, spreadsheets, and database software.
- Ability to wear and use appropriate personal protective equipment (PPE).
- Ability to manage a budget and effectively direct the work of others.
- Ability to effectively communicate with all levels of the campus community.
- Ability to work under pressure and handle stressful situations.

Minimum GSU Hiring Standards
Master’s degree in Physics, Biology, Public Health or a related field and three years of related experience; or a combination of education and related experience. Certification as Certified Industrial Hygienist (CIH), Certified Safety Professional (CSP), and/or Certified Health Physicist (CHP) preferred. 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.