JOB DESCRIPTION AND POSITION CLASSIFICATION

CLASSIFICATION	DWR POSITION NUMBER	SAP POSITION NUMBER	MCR
Senior Safety Engineer (Industrial)	**0100-3909-XXX**	**50106079**	**1**

APPOINTEE	SAP PERSONNEL NO.	DIVISION/SECTION
Vacant	**TBD**	**Executive / Safety Office**

COLLECTIVE BARGAINING IDENTIFIER

Management Related BU:	Supervisory Related BU:	Confidential Related BU:	Rank and File BU:
☐	☐	☐	☑ **09**

RESPONSIBILITIES EXERCISED	IMMEDIATE SUPERVISOR (Print)	SUPERVISOR'S CLASSIFICATION
☐ Supervisory ☑ Lead Person	**Michael Parreira**	**CEA**

APPROVED BY (Personnel Analyst's Name)	DATE
Nick Miskovich	**11/6/26**

Percent of Time	*Activity*
	POSITION SUMMARY **Under general direction of the Safety Office Manager, the incumbent serves as a lead to the Assistant/Associate Safety Engineers and Safety Engineering Technicians within the Safety Office to ensure a healthful and safe working environment for the Department's employees. The incumbent also provides safety-related guidance and expertise to safety engineers, supervisors, and managers throughout the department.** **ESSENTIAL FUNCTIONS** **This position requires that the incumbent maintain rapport with those encountered in the workplace; maintain regular, consistent, and predictable attendance; and exercise sound judgment. The incumbent must be knowledgeable of and familiar with safety practices. The specific duties include:**
35%	**Plans, leads, and organizes the work of the Assistant or Associate Safety Engineers and Safety Engineering Technicians within the Safety Office; establishes audit review and inspection schedules; sets target dates for review of safety procedural and policy requests and other safety-related documentation; allocates staff time during normal work cycles and for individual projects that require a safety component; allocates hours for Assistant/Associate Safety Engineers and Safety Engineering Technicians providing assistance to other Department of Water Resources (DWR) divisions and/or offices; establishes procedures for staff; provides safety-related assistance to other DWR Divisions/Offices including, but not limited to, advice, audits, research, inspections, and investigations; meets regularly with staff to discuss concepts, policies, and procedures; participates in the hiring process for safety-related positions; delegates tasks and encourages employee development by delegating lead duties when absent; provides input to the Safety Office Manager regarding work standards and expectations; sets target dates and priority for completion of the DWR Safety Office Implementation Plan; analyzes work quality of Assistant/Associate Safety**

SUPERVISOR'S STATEMENT: **I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE.**

SUPERVISOR'S NAME (Print)	SUPERVISOR'S SIGNATURE	DATE
Michael Parreira	➢	

EMPLOYEE'S STATEMENT: **I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT.**

EMPLOYEE'S NAME (Print)	EMPLOYEE'S SIGNATURE	DATE
	➢	

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Percent of Time	*Activity*
35% (continued)	**Engineers and Safety Engineering Technicians and provides lead-appropriate feedback and/or mentoring, as needed; provides input to the Safety Office Manager regarding Safety Office employee evaluations; meets regularly with the Safety Officer Manager and provides support as needed.**
25%	**Reviews written work of Safety Engineers to provide feedback and recommendations to ensure documentation aligns with California Title 8 regulations and DWR's Code of Safe Work Practices (CSWP); oversees and conducts complex safety-related inspections and complex safety audits of construction projects, pumping facilities, power plants and all facilities related to DWR operations. These duties may involve driving a pick-up truck off road usually on rugged terrain to and from the job sites or working on uneven terrain or enclosed areas.**
20%	**Acts as lead and/or participates on ad hoc teams in the development of CSWP sections; provides safety-related reviews of each section; comments on each CSWP from a technical perspective ensuring compliance with Cal/OSHA regulations; reviews current CSWP sections and provides input on need for revisions.**
10%	**Conducts complex studies and analyses; reviews proposed and new safety regulations and keeps Department safety engineers apprised of any that would affect Department operations; initiates and participates in investigations into occupational safety and health complaints and accidents; reviews and makes recommendations on investigations to the Safety Office Manager.**
10%	**Meets and advises DWR staff on complex safety problems and remedies; attends and participates in the DWR Safety Committee and assigned Safety Subcommittee meetings; presents technical safety topics and/or issues at a variety of meetings and events, as needed; conducts safety training courses; and assists on special projects as required.** **OTHER RESPONSIBILITIES** **This position provides necessary support to the Divisions of Flood Management, Safety of Dams, Operations and Maintenance, Engineering, and/or the Public Affairs Office during governor declared emergencies, flood, dam, SWP, and other incidents and emergencies. Additionally this position may participate in emergency operations in the capacity of area teams, field inspection, coordination, and assist agencies such as CalOES and FEMA in disaster work, including performing fieldwork to complete damage survey reports for droughts, flooding, earthquakes, and other emergencies. This position may also serve in one of the sections as established in the Incident Command System to assist the Department in performing its emergency preparedness, response, recover, and mitigation functions and may serve as the Safety Officer for the Department Operations Center. These functions are established in the California State Emergency Plan and the Department's Administrative Orders.**

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	SPECIAL REQUIREMENTS **This position requires possession of a valid State of California Driver's License as operation of a motor vehicle on public roadways and travel (on short notice) to remote locations on overnight and sometimes longer trips may be required.** **This position requires the ability to enter/exit vehicles, vaults and structures, ability to ascend/descend stairs, slopes and ladders; ability to enter and work in confined or restricted spaces; and able to pass a respiratory physical exam and wear a full face or half face respirator.** **This position requires the ability to communicate effectively, both orally and in writing, as well as basic computer skills.** **All employees are responsible for contributing to an inclusive, safe, and secure work environment that values diverse cultures, perspectives, and experiences, and is free from discrimination.** **The Department of Water Resources is committed to its mission and employees, and we are grounded in our commitment to public safety. Regular, consistent, and predictable attendance is essential to the successful performance in this position.**