

Dublin San Ramon Services District is recruiting for a

SAFETY OFFICER

The Organization

The Dublin San Ramon Services District ("the District" or DSRSD) is an independent special district founded in 1953. The District provides various utility services to residents, businesses, industries and governmental agencies, serving approximately 157,000 people. Specifically, the District provides potable and recycled water service to the Dublin and Dougherty Valley areas of San Ramon, wastewater collection and treatment to Dublin and south San Ramon, and wastewater treatment to Pleasanton, via a contract with the City. The District is governed by an elected five-member Board of Directors who serve four-year terms. The Board retains the services of a General Manager as the Chief Executive Officer of the District. The General Manager implements Board policies and oversees the business of the District through three departments: Operations, Administrative Services, and Engineering.

DSRSD received CASA's 2014 Technological Innovation and Achievement Award and WateReuse's 2014 Recycled Water Community Outreach and Public Education Program of the Year in recognition for launching the nation's first residential recycled water fill station program in June 2014. In 2012, the District received the "Organizational Excellence Award" from the California Association of Sanitation Agencies ("CASA") for organizing and implementing the Bay Area Chemical Consortium ("BACC") as a way to reduce chemical costs needed for operating water treatment plants. The District has also been a state-recognized Certified Green Business through the Alameda County Green Business Program since 2004.

Today, the District manages a 17-million-gallon capacity wastewater treatment plant, 3,450 hydrants, 298.9 miles of potable water pipes, 200.9 miles of sewer pipes, 60.1 miles of recycled water pipes. It also manages assets valued at \$460.5 million, including financial assets of over \$125 million. The District employs 112 full-time employees and has a Fiscal Year 2014 operating budget of \$53.1 million.



**Dublin San Ramon
Services District**

Water, wastewater, recycled water



The Position

The DSRSD Safety Officer is the top safety professional in the organization and works collaboratively with stakeholders to drive continuous improvement of the District's safety culture and programs. The Safety Officer serves as an expert advisor to staff and management, providing technical expertise, training, and recommendations on day-to-day operations of programs designed to reduce risk, ensure workplace safety, and maintain facility security. The primary work location for this position is the Wastewater Treatment Plant in Pleasanton, CA.

The District's new Safety Officer will be an exceptional safety professional looking to apply her/his experience in developing and administering programs designed to protect employee and public health, including emergency response and preparedness. This person will be excited by the opportunity to become a key part of a stable, mission-driven organization. The selected candidate will have recent experience working at an industrial facility related to water/wastewater/recycled water, power, or a similar industry, and will have some construction/contractor safety experience. Recent experience developing and delivering safety training and/or presentations to all organizational levels is essential.

The Safety Officer position requires:

- A Bachelor's degree, with preference for majors in industrial engineering, safety engineering, occupational health, or related fields.
- Four years of qualifying experience in areas of workplace safety, Workers' Compensation program administration, and employee training, including at least two (2) years involving administration of a safety/accident prevention program.
- A valid driver's license.
- The ability to gain certification as a Cardiopulmonary Resuscitation and Emergency Cardiac Care Provider and certification in First Aid within one (1) year of employment.
- Willingness/ability to wear respiratory protection or other safety equipment.

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Compensation and Benefits

The salary range for the Safety Officer classification is from \$105,372 to \$128,076 per year, with eligibility for a merit-based increase after completion of a one-year probationary period.

Health Insurance – Effective the first month following the start date, choice of CalPERS HMO and PPO health plans with District contribution of up to \$1,569 per month for family coverage.

Dental Insurance – Delta Dental Insurance available after 3 months of service, with 100% employer-paid premiums for employee and eligible dependents.

Vision Insurance – Vision Services Plan (VSP) available after 3 months of service, with 100% employer-paid premiums for employee and eligible dependents.

Life Insurance – Provided by CIGNA and 100% employer-paid, basic life insurance equal to two (2) times the employee's annual salary, rounded up to the nearest \$1,000, to a maximum of \$400,000.

Disability – Provided by CIGNA, 100% employer-paid AD&D, Short and Long-term Disability.

Retirement – Classic Members: PERS 2.7% @ 55 (Employee contribution is 10%); New Members: PERS 2% @ 62 (Employee contribution is 50% of the normal cost, currently 6.25%).

Paid Leave – 20 days per year initially, up to 35 days per year after 15 years of service.

Holidays – 8 days per year.

Sick Leave – 12 days per year.

Deferred Compensation Plan – Nationwide Retirement Solutions 457 Deferred Compensation Plan with an annual \$2,500 dollar-for-dollar matching contribution (through the term of current MOU, ending on 12/18/16).

The District also offers Voluntary Life Insurance and AD&D; Medical, Dependent Care and Transit Flexible Spending Accounts; Employee Assistance Program, tuition reimbursement, and a computer loan program. A full overview of the District's benefit program may be found at http://www.dsrsd.com/img/img_employment/Benefits.pdf.

Application & Selection Process

Inquiries regarding this position and recruitment may be made to Ricki Akiwenzie, Koff & Associates via email at infokoff@Koffassociates.com.

If you are interested in this outstanding opportunity, please apply online at www.dsrsd.com by clicking on Employment, then Current Openings & Applications and completing an online application and supplemental questionnaire, including a cover letter and resume. Alternately, you may contact the District for a paper application at:

Dublin San Ramon Services District

Attn: Human Resources Division

7051 Dublin Boulevard

Dublin, CA 94568

The final filing date for this position is Friday, July 24 at 5:00 p.m.

Candidates whose qualifications most closely match the requirements of the position will be invited to continue in the selection process. The selection process may include any/all of the following: evaluation of the applicant's training and experience, written test, appraisal board interview, practical exercise and/or internal department interviews, criminal background check, reference check, and a review of prior performance evaluations. Upon successful completion of the selection process, an offer of employment would be conditionally based upon the successful completion of a pre-employment medical exam and drug screen.