

JOB OPPORTUNITY CITY OF MANASSAS

RISK & SAFETY ANALYST

Customer Service. Stewardship. Honesty. Integrity. Respect. Teamwork. If you share our core values, then you may be the ideal candidate to be the next **Risk & Safety Analyst/Safety Officer** for the City of Manassas. We are looking for an individual who is energetic, organized, detail oriented, creative, reliable, has great interpersonal skills, and brings a positive attitude daily to join our team! If you want to be a difference-maker working on a rewarding set of challenges – read on and get in touch!

Hiring Range: \$56,118.40 – \$74,339.20

Become a strategic partner in fostering a safe and healthy work environment! We're looking for an outgoing professional to manage the development, implementation, and sustainability of an effective safety culture within our workplace! The City of Manassas recognizes that our employees are our biggest asset. We work collaboratively to solve problems and introduce creative solutions. If you are a creative problem solver with a risk and safety background, we invite you to apply for this opportunity.

The successful incumbent selected for this position will be able to perform administrative, field and technical work in the development, enforcement, analysis, and management of our safety and wellness programs, which includes accident investigation and prevention, motor vehicle safety, confined space, hearing conservation, building safety, ergonomics, wellness, and various OSHA and VDOT mandated programs.; provides strong administrative and management support to risk and safety programs, and actively promotes and encourages employee participation in our programs. Provides highly responsible and complex assistance to the Human Resources Director. The incumbent will also be required to provide COVID-19 Infectious Disease preparedness trainings for City staff per the new DOLI Permanent Standard. Additional training responsibilities will be expected to include classroom lectures, demonstrations, hands-on instruction and tailgate seminars.

This position must build relationships and closely interact and engage with crew members on job tasks and safety accountability. Performs related duties as assigned. To review the full job description details, please reference the Job Descriptions located on the City's Job Opportunities page.

Bachelor's degree in Industrial Health, Public Administration or related field; supplemented by three (3) years of progressively responsible experience in risk management, health and safety; or an equivalent combination of education, training and experience that provides the required knowledge, skills and abilities.

Requires thorough knowledge of the **principles and practices of safety methods relative to risk management, OSHA, safety, and accident prevention**. Certification as an OSHA Authorized General Industry Trainer and OSHA Authorized Construction Trainer is **required**. Must also be **certified as a First Aid and CPR Instructor** and possess a **valid Virginia driver's license**.

To apply, complete the City application at <http://www.manassascity.org/jobs>

This position will remain open until filled.

EOE M/F