

**CLASS TITLE: CHIEF, DIVISION OF OCCUPATIONAL  
AND RADIOLOGICAL HEALTH**

**Class Code: 02952500  
Pay Grade: 39A  
EO: A**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To plan, implement and administer regulatory and non-regulatory industrial hygiene, radiological health, occupational safety and environmental health programs statewide; to enforce regulations and bring charges for violations; to manage federal grants and cooperative agreements; to educate the public on environmental issues; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the administrative direction of the Associate Director with considerable latitude to exercise initiative and independent judgement; performance is reviewed for conformance with established departmental policies and procedures.

**SUPERVISION EXERCISED:** Plans, supervises and reviews the work of a large professional, technical and clerical staff and field personnel.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To plan and direct the work a variety of statewide programs in industrial hygiene, radiological health, occupational safety and selected areas of environmental health.

To provide technical review and guidance to engineering and scientific staff engaged in appraising the significance of health and safety hazards to workers, patients, consumers and the state population as a whole with respect to exposures to toxic chemicals and dusts, radiation, noise, and other hazardous conditions existing in the working and general environment.

To provide technical supervision and support for staff on engineering and other control measures required and/or recommended in the course of the division's various investigations and surveys.

To review and approve regulations to implement the statutory responsibilities assigned to the division, and related policies, regulatory procedures and documents.

To initiate regulatory actions to be taken against violators of radiation control, asbestos abatement and other regulations enforced by the division.

To manage permitting programs of the division which allow persons to conduct or consult on various hazardous operations in the state.

To interpret new and complex scientific and engineering information relating to industrial hygiene, radiological health and the biological effects of toxic agents and to insure that this information is properly incorporated in the division's considerations and decisions.

To prepare budgets and provide financial management of state, federal funds and grants allotted for division programs.

To carry out the statutory responsibilities of the Administrator of the State Radiation Control Agency as contained in Title 23, Chapter 1.3 of the General Laws and the statutory responsibilities of Title 23, Chapter 24 of the General Laws entitled "Asbestos Abatement".

To do related work as required.

**REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough knowledge of industrial hygiene practices including: chemistry and toxicology of air contaminants and hazardous substances; industrial ventilation design and testing; instrumentation for the evaluation of toxic air contaminants, noise, radiation and extremes of heat and pressure, and the engineering methods for their control; respiratory protection;

employee training programs; and other industrial hygiene strategies. A thorough knowledge of the standards and regulations relating to occupational health and safety problems and radiation control; a working knowledge of radiation physics, the biological effects of radiation and radiation protection techniques; a working knowledge of basic public health epidemiology, bio-statistics and administration; a thorough knowledge of regulatory procedures and techniques; the ability to plan, supervise and review the work of a diverse staff; the ability to convey information about environmental hazards and risks to the general public; and related capacities and abilities.

**EDUCATION AND EXPERIENCE:**

Education: Such as may have been gained through: graduation from a college of recognized standing with a major in one of the physical sciences or engineering; and graduation from college of recognized standing with a Masters Degree in Public Health, or a closely related field; and

Experience: Such as may have been gained through considerable employment in a position responsible for supervising non regulatory industrial hygiene and radiation control programs in a large public or private organization.

Or, any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Revised: July 14, 1991

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