

CLASS TITLE: SENIOR RADIOLOGICAL HEALTH SPECIALIST

Class Code: 02811300

Pay Grade: 32A

EO: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To plan, coordinate and supervise the professional field operations of a major radiation control program; to participate in the development of program objectives and procedures to insure that program activities conform thereto; to evaluate program performance and recommend changes or new activities; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of a superior with considerable latitude for exercise of independent judgement and initiative; work with departmental rules and regulations.

SUPERVISION EXERCISED: Plans, supervises and reviews the work of the radiological health professional and technical staff and clerical personnel assigned to the radiation control program.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To plan, coordinate and supervise the professional field operations of a major radiation control program for the purpose of identifying, controlling or eliminating radiological health hazards resulting from the use of radioactive materials or radiation producing equipment.

To plan, supervise and participate in the more complex of the regulatory surveys and inspections of x-ray equipment facilities and radioactive material users.

To provide justifications for the acquisition process of equipment necessary to the program.

To plan, supervise and perform the more complex technical measurements to assess the safety of x-ray equipment, and the adequacy of methods and equipment used by licensees and registrants to provide radiation protection for employees and the public.

To review for conformance with regulatory requirements complex applications and technical materials submitted by applicants for various licenses and registrations; to review for adequacy the qualifications of individuals applying for registration to provide technical and/or consultations to licensees and registrants; and to prepare the appropriate licensing and registration documents.

To provide, through effective scheduling and tracking, procedures for the efficient conduct of the regulatory activities of the program, including activities contracted with the Food and Drug Administration.

To provide administrative and technical training, review, guidance and assistance to professional and technical staff assigned to the program.

To exercise professional judgement in determining, through the information obtained during inspections and surveys, the extent of licensee and registrant compliance or noncompliance with regulations and standards, including standards set by the Food and Drug Administration under contracted activities.

To prepare technical reports and enforcement correspondence based on inspection and survey activities, in accordance with policies and procedures.

To maintain appropriate records of compliance activities to ensure that corrective actions have been implemented as required; to compile tracking reports addressing the levels of noncompliance and types of violations identified.

To participate in coordinated activities with other state and municipal agencies and/or federal agencies.

To participate in the development of regulations and regulatory guides addressing radiation control issues.

As required, to testify before duly constituted bodies regarding the activities which have been supervised or conducted and the professional judgement exercised.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of health physics principles, radiological health regulations, and radiation protection procedures and standards; and the ability to use this knowledge in evaluating and controlling radiological health hazards; a working knowledge of the research and applied uses of radioactive materials and x-ray equipment in industry, medicine, education and government; the ability to analyze and interpret the results of field inspections and surveys; the ability to effectively communicate technical information both verbally and in writing; the ability to provide technical supervision of a regulatory program; the ability to establish and maintain working relationships with the regulated community, various agencies, and members of the public; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Such as may have been gained through: possession of a Master's Degree in Health Physics, Radiological Health, Public Health, Engineering or the physical sciences, supplemented by completion of college courses in Chemistry, Physics, Engineering, and Mathematics; and successful completion of training courses in radiological health topics offered by recognized colleges or radiological health training centers; and

Experience: Such as may have been gained through: considerable employment in a responsible supervisory position in radiation protection or radiation hazard regulation.

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

Class Revised: December 19, 1999

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