

**CLASS TITLE: SUPERVISING RADIOLOGICAL
HEALTH SPECIALIST**

**Class Code: 02810300
Pay Grade: 34A
EO: B**

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To be responsible for the supervision and operation of the radiation control programs and the activities of the personnel assigned to that section; to perform and review highly technical work within the program; to assist the Chief of the office of Occupational and Radiological Health in planning, administering and directing activities with the radiation control programs; to assist in the management of other programs within the office as required; and to do related work as required.

SUPERVISION RECEIVED: Works under the general supervision of the Chief of the Office of Occupational and Radiological Health with considerable latitude in the exercise of initiative and independent judgement; work is subject to review through submitted reports and conferences for results attained and conformance to established departmental policies, objectives, laws, rules and regulations.

SUPERVISION EXERCISED: Plans, assigns, supervises, coordinates and reviews the work of Principal Radiological Health Specialists Radiological Health Specialists, Industrial Hygienists, and technical and clerical staff within the radiation control programs.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To be responsible for the supervision and operation of the radiation control programs.

To assist in planning, administering and directing the activities within the radiation control programs.

To perform the most difficult and highly technical work when required; to analyze and interpret findings; and to present conclusions and recommendations in technical reports.

To plan and provide for staff training in radiation control policies and procedures and the technical and professional aspects of the work.

To provide for the acquisition of proper equipment for program activities.

To provide oversight and assure quality control of field work activities, including the use of complex technical instruments for the detection of various types of radiation, the evaluation of radiation shielding and other control measures, and characterization of exposures of individuals to potential occupational health hazards.

To review technical reports and regulatory correspondence with respect to appropriate identification of radiation and/or occupational health hazards, violations of applicable regulations and standards, and recommended control measures.

To supervise the development of training programs and public education programs, as appropriate.

To recommend enforcement actions issued by the office.

To coordinate activities with other state and municipal agencies and/or federal agencies.

To participate in the office's planning and regulations development with respect to radiation control issues as required and assigned by the Chief.

To oversee development and maintenance of applicable regulations.

To assist in preparation of grants and oversee the management of grants as may be assigned by the Chief.

To supervise other programs or other activities as may be assigned by the Chief.

To do related work as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: A thorough knowledge of the techniques used in detecting and measuring ionizing radiation sources in living tissue and other media; a thorough knowledge of the interaction of ionizing radiation in various media; a thorough knowledge of radiation physics and of the regulations, standards, concepts and techniques used in radiation protection; a thorough knowledge of the equipment, applications, settings and devices which may result in radiation exposure; and the ability to evaluate the significance of various kinds and degrees of radiation exposure in relation to established radiation protection standards; the ability to provide planning, technical supervision, and review of radiation control and related occupational health programs; the ability to communicate technical information, both verbally and in writing, on radiation hazards and risks; the ability to maintain working relationships with the medical and scientific community, other public health or regulatory agencies, and the general 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 nationally recognized training centers; and

Experience: Such as may have been gained through: considerable employment in a responsible position at a supervisory level in the field of Radiological Health, Health Physics, or Public Health. Accreditation as a Certified Health Physicist (CHP) would be desirable, though not necessary at time of employment.

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

Class Created: December 19, 1999

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