



**Seeks Candidates For
Safety and Regulatory Compliance Coordinator**

About Us...

San Juan Water District, located in Granite Bay, California, is a community services district created by a vote of the citizens in 1954. The District provides wholesale water to more than 160,000 people and retail to 30,000 people living in eastern Sacramento and southern Placer Counties. The District wholesales water to Citrus Heights, Fair Oaks and San Juan (retail) Water Districts, Orange Vale Water Company and the City of Folsom with surplus treatment capacity available to Sacramento Suburban Water District. The District provides treatment and delivery of more than 50,000 acre-feet of water per year to wholesale and retail customers.

With rich history dating back to the Gold Rush era, the District has served the community for more than 150 years. The District's highest priority is to provide reliable, high-quality water to its customers – every day, year in and year out. The District is significantly involved in reshaping California's water dialogue.

San Juan Water District is led by a five-member board of directors who are elected by the community to provide guidance, strategy, and policy for district programs and policies.

The Position...

The Safety and Regulatory Compliance Coordinator is part of the Operations team, reporting to the Operations manager, responsible for developing, monitoring, conducting, and administering the District's occupational health and safety and environmental programs in compliance with federal, state, and local safety, health, and environmental regulations, as well as industry standards. Duties include:

- Developing, coordinating, overseeing, and participating in the day-to-day operations of District-wide occupational health and safety programs.

- Reviewing, developing, and updating District-wide health and safety related policies and procedures in compliance with State and Federal rules and regulations.
- Monitoring legislative and regulatory changes at the Federal, State, and local levels, as well as trends and innovations in the field of occupational health and safety and provides reports as applicable.
- Establishing, implementing, and coordinating safety training objectives; planning, developing, scheduling, conducting, or arranging for regulatory and other health and safety related training in compliance with applicable Federal, State, and local laws, rules, and regulations.
- Participating in budget preparation and administration for the safety program.
- Planning, scheduling, prioritizing, and assigning safety-related projects, studies, and programs in consultation with assigned supervisor.
- Representing the District during, Federal, State, and County inspections, and completing and submitting reports as necessary.
- Conducting and monitoring District facility and site inspections, job hazards analyses and other evaluations and providing recommendations and implementing appropriate and approved corrective actions for compliance with Federal, State, and local safety, health, and environmental regulations.
- Conducting thorough audits, investigations and analysis of accidents, incidents and injuries; developing findings, preparing reports, and making recommendations of corrective actions and preventative measures; assessing incident statistics to determining requirements for new or modified training.
- Developing, maintaining and managing a variety of health and safety programs including but not limited to, the District's Injury and Illness Prevention Program, Hearing Conservation Plan, ARC Flash Safety Program and confined space entry program.

The Ideal Candidate...

To be considered, candidates should be knowledgeable of policies, regulations, specifications, and requirements governing industrial safety, environmental compliance, and accident prevention for industrial and office environments, principles and practices of assessments, inspections, and investigations, and principles and practices of employee training

and instructional methods and techniques. The qualifications include:

Education: Equivalent to a Bachelor's Degree from an accredited college or university with major course work in an industrial engineering, safety engineering, occupational health & safety, or closely related field.

Experience: Four years of experience in the areas of workplace safety and employee training, including at least two years of which have involved administration of a comprehensive safety, regulatory, and accident prevention program.

Compensation and Benefits...

The salary range is \$94,410 - \$114,504, but is currently under review as part of a District wide Compensation Study. In addition, the District offers competitive benefits which include District contribution to CalPERS retirement, medical (100% of premium for most offered plans), dental and vision for employee and dependents; District paid life insurance; 12 paid days of sick leave; 12 paid holidays; and paid vacation depending on length of service. In addition, the District provides retiree health benefits with 50% of the premium paid with 10 years of service and an additional 5% with each year of service up to 100% with 20 years of service in CalPERS participating agencies.

Application Process...

To be considered for this position, please submit a District application, resume and cover letter, and three professional references to Shellie Anderson at Bryce Consulting. The position is open until filled with the first screening taking place at the close of business on May 20, 2022.

Shellie Anderson
Bryce Consulting, Inc.
Email: sanderson@bryceconsulting.com

Visit the District's website at www.sjwd.org for an application.

