

Mesa State College
ANNOUNCEMENT OF POSITION VACANCY
Laboratory and Safety Technician

The Laboratory and Safety Technician is responsible to the Construction Management Program Director for managing the laboratories for the construction management, mechanical engineering, and machine technology programs.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other related duties may be assigned.

- Coordinates, procures and manages laboratory and stockroom duties including safe stocking of tool, equipment, supplies inventory, ordering supplies, setting up and tearing down laboratories, experiments, student projects, and handling waste.
- Prepares setup and takedown of full-scale surveying, heavy civil equipment and concrete construction student experiments; sets up and takes down practice building model including components in all Construction Specifications Institute (CSI) Divisions; plans and supervises OSHA hazard analysis planning by students; implements College risk management requirements such as driver testing, waivers and releases; monitors equipment usage, policies, inspection and maintenance.
- Works with students to implement project processes in field exercises.
- Works in collaboration with programs and campus wide risk management to ensure compliance with laws and regulations governing hazardous materials, safe working practices, regulations, and reporting requirements.
- Responsible for maintenance and routine repair of instrumentation, tools, equipment, and supplies used in active teaching laboratories and projects.
- Safety supervision for multiple sections of Construction Management, Mechanical Engineering and Machine Technology program labs.
- Supervises and ensures safe working practices
- Supervises work study students, as assigned

SAFETY RESPONSIBILITIES: Safety and supervising safe working practices are primary responsibilities of this position. The successful candidate must have the ability to write, review, assess and apply safety plans to the respective workplaces.

EDUCATION & EXPERIENCE: Associate's degree in a technical or related field and 6 years relevant work experience required. Bachelor's degree with relevant experience preferred. Candidate must have or acquire current OSHA 30 hour certification within 4 months from date of hire. Other helpful experience includes hazardous waste management, tool room management, construction/machining methods and materials, overseeing college-level construction/machining lab classes, and safe job management practices. Demonstrated work experience in CSI divisions 2-6, 9, 11, 21, 22 and 23 are preferred. The Laboratory and Safety Technician must be able to apply and utilize computer technology in carrying out the duties and responsibilities of this position. Candidate must be familiar with the safe operation and maintenance of machine shop equipment. The preferred computer software skills include: Microsoft Office suite, Lab View, CAD/CAM and Primavera Project Management.

ADDITIONAL QUALIFICATIONS: To perform this job successfully, an individual must be able to communicate well in oral and written form and perform each essential duty satisfactorily. The individual must be able to inspect, trouble shoot, operate and perform minor maintenance on some machinery such as forklifts, skid steers, winches, and trucks. The individual must have good working knowledge of hand tools.

TYPE OF APPOINTMENT: Full-time, 185 day position

SALARY: commensurate with education and experience. Excellent health and retirement benefits package.

APPLICATION DEADLINE: Open until filled. To ensure consideration, apply by August 16, 2010.

APPLICATION: Submit a cover letter describing qualifications and experience as they relate to the specific requirements and responsibilities of this position, current resume, a copy of transcripts for all degrees completed (official transcripts will be required upon hire), the names, phone numbers and e-mail addresses of three professional references, and the following completed forms:

- Applicant Authorization and Release to Conduct Reference and Background Check form (available at:
<http://new.mesastate.edu/hr/documents/ApplicantAuthorizationforReferenceandBackgroundCheck.pdf>),
- Background Investigation Disclosure and Authorization form (available at
<http://www.mesastate.edu/hr/documents/BACKGROUNDINVESTIGATIONDISCLOSUREANDAUTHORIZATION.pdf>)
- Voluntary Affirmative Action form (available at: <http://www.mesastate.edu/hr/documents/Form-Affirmativeaction.pdf>)
to:

Laboratory and Safety Technician Search Committee
Human Resources, LHH 237
Mesa State College
1100 North Avenue
Grand Junction, Colorado 81501-3122
Phone: 970 248-1820

Mesa State College is committed to providing a safe and productive learning and living community. To achieve that goal, we conduct background investigations for all final applicants being considered for employment. Background investigations include reference checks, a criminal history record check, and when appropriate, a financial and/or motor vehicle history. Mesa State College is an Affirmative Action/Equal Opportunity Employer, committed to a culturally diverse faculty, staff and student body.

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