



## ***POSITION AVAILABLE***

### **Safety and Security Coordinator**

The Buffalo Zoo is seeking a dynamic, energetic individual to serve as **Safety and Security Coordinator**. The ideal candidate will possess skills and experience in a diverse area of safety and security-related field applications and settings. In addition, the Coordinator will become familiar with all compliance requirements for our facility.

Under the supervision of the Director of Facilities and Construction, the Safety & Security Coordinator assists in the development and maintenance of all Buffalo Zoo safety and security programs and policies. The person in this position will be responsible for adequate and timely logging and reporting of any systems where needed/requested. This position also provides key insight into procedure standards and best practices. The Safety and Security Coordinator acts as the main point person for all safety/security related items in unison with the Director of Facilities and Construction.

#### *Education and Experience (Minimum Needed):*

- Four-year degree in safety management or related field, plus five years' experience in similar role; or two-year degree in safety management or related field, plus seven years' experience in similar role.
- One or more certifications in OSHA 30, SMS, ASP, OHST, CST, STS, CIH, CHMM, or other.

#### *Special Skills:*

- Thorough knowledge and understanding of OSHA, EPA, and other relevant standards.
- Ability to work effectively and with flexibility in an environment where animal welfare and the safety of the animals, guests and staff are paramount.
- Excellent knowledge of legislations and procedures.
- Excellent knowledge of potentially hazardous materials or practices.
- Stays up-to-date on new federal and state health and safety regulations.
- Strong leadership skills to motivate and train staff.
- Experience working in a unionized environment.
- Experience with security-related matters preferred.

#### *Other:*

- Must possess or be able to obtain within 30-days of employment a valid New York State driver's license and have an average or better driving record based on the evaluation process of our insurance company. Retention of position is contingent upon maintaining required license. Must upgrade to classification appropriate to requirements (non-CDLC or CDL class).
- Working knowledge of personal computers and software applications (Google applications and Microsoft Office Word, Excel, and PowerPoint preferred).
- TB Test conducted annually.
- Must be able to work weekends, nights on occasion in emergencies, and holidays as necessary.

#### **Physical Demands**

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job, the employee is regularly required to stand; walk; use hands; reach with hands and arms; stoop, kneel, crouch, or crawl and talk or hear. Use computer hardware and software for extended periods of time (repetitive motion). Sitting for long periods of time. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, depth perception and ability to adjust focus.

- A fitness for duty test will be required in order for the successful candidate to be given further consideration for the position.

### **Benefits / How to Apply**

Benefits available include health plan, life insurance, dental, vision, 403B pension plan, annual leave time, holiday time, and sick time benefits. Benefits are available after the successful completion of a probationary period of 60 days of work.

This is a full time hourly non-exempt position. Salary commensurate with experience.

Please submit resume outlining education and experience by February 21, 2020 to (no phone calls please):

**Noah Furmanek, Director of Facilities and Construction**

**[nfurmanek@buffalozoo.org](mailto:nfurmanek@buffalozoo.org)**

*The Buffalo Zoo is an At Will employer and all Buffalo Zoo employees are subject to employment eligibility and background security checks as well as testing for illegal substance use as allowed by law.*

**Equal Opportunity Employer**