



## *Employee Requisition Form*

**Position to Be Filled:** Safety Specialist

**Purpose:** Provide exemplary customer service to the Guests of the Tachi Palace Casino Resort by ensuring a safe and hazard free environment.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Review guest and employee incident reports to anticipate, recognize, evaluate, and control hazards in the workplace.
- Serve as a resource to departments for the development, implementation of safety programs.
- Assist Emergency Responders in responding to all medical and fire incidents on the Santa Rosa Rancheria.
- Assist Emergency Responders in responding to all fire calls at the Casino and on the Santa Rosa Rancheria.
- Provide assistance in pre-employment, accident, and random drug testing.
- Schedule and perform fire protection inspections at the Casino and Santa Rosa Rancheria.
- Perform restaurant checks to ensure food is stored to ServSafe standards.
- Perform property checks to ensure the safety of the casino patrons and staff.
- Perform safety checks at Santa Rosa Rancheria to ensure the safety of the reservation's assets and staff.
- Identify, create, educate, and enforce safety programs in accordance with OSHA and internal standards.
- Act in the capacity of an Incident Commander under emergency conditions
- Secure the scene of an emergency as needed.
- Direct all managers, supervisors, and employees in the event of an emergency until the department Risk/Safety Management arrives or until the situation is contained.
- Comply with all safety, health and environmental policies, procedures and regulations are followed within the department.
- Minimum of two years as a safety professional
- Minimum of one year experience in emergency response
- EMT license with current CPR card (Red Cross or American Heart) required
- Fire Fighter I Certificated helpful
- Knowledge in accident investigation
- Must have knowledge of local, state, and federal OSHA rules and regulations.
- Knowledge in claims management

<b>Reports To:</b>	Risk Manager
<b>Starting Rate of Pay:</b>	D.O.E
<b>Approximate Hours:</b>	40
<b>Filling Deadline:</b>	Open Until Filled

