

Whittier College

Chemical Hygiene Officer and General Chemistry Laboratory Instructor

Salary: Dependent upon qualifications

Regular: Full-time, 12-month position

Supervision Received: Vice President of Academic Affairs and Chemistry Department Chair

Whittier College seeks a Chemical Hygiene Officer (CHO) who will oversee chemical and biological safety while ensuring compliance with EPA, Cal OSHA, California Department of Public Health and other regulatory requirements. The CHO will assist faculty and staff in the science and art departments to safely manage hazardous materials and establish safety procedures to be utilized within studios, laboratories and support areas. Responsibilities will include but are not limited to organizing annual safety training, proper storage, correct labeling, use and handling of hazardous materials and waste; ensuring Material Safety Data Sheets information is available and current in appropriate areas; log accurate inventory of chemicals in research and teaching spaces; monitor and ensure proper labeling and storage of chemicals in research and teaching spaces. Obtain, maintain and retain proper documentation of student-safety contracts; maintain hard-copy MSDS for teaching and research laboratories and art studios; maintain training records, inspections, inventory and accident and spill inspections; annually review, evaluate and modify as necessary the College's Chemical Hygiene Plan and practices. The candidate will teach three general chemistry laboratory sections a semester and assist in lab development and coordination. Excellent public relations skills as well as oral and written communication skills are a must.

Education/Experience: A Masters degree in chemistry or chemical engineering is required. The candidate must have experience to provide expert technical guidance and direction in the development and implementation of all provisions of an effective chemical hygiene plan to include overall safety, loss control and environmental performance. Extensive knowledge and experience with chemistry laboratory processes and research preferably at an institute of higher education is desirable. Strong knowledge of laboratory safety and environmental standards and practices such as OSHA laboratory standard, hazardous waste regulations, chemical safety, NFPA codes, "Prudent Practices in the Laboratory" and other applicable regulations, codes and best practices is a must. One year of experience is required.

Please submit a letter of interest and a resume with the names of three references to

Adam Kaplan
Director of Human Resources
Whittier College
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Whittier, CA 90608
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E-Mail: whittierjobs@whittier.edu