

The University of Akron  
**Classification Specification**

**Job Title:** Hazardous Materials Specialist  
**Job Function:** Staff  
**Job Family:** Classified  
**SOC Description:** 6000 Public Safety Division

**Job Code:** 46334  
**Grade:** 118  
**FLSA:** Non-Exempt  
**Date:** 10/11;5/11; 2/08

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**Job Summary:**

Assist with managing the day-to-day operations of the University's chemical, recycling and infectious waste programs as well as departmental responsibilities associated with waste management. Ensure University compliance with applicable EPA regulations of the Resource Conservation and Recovery Act, the Ohio EPA Divisions of Hazardous Waste Management and Solid and Infectious Waste Management. Assist in other environmental compliance initiatives including pollution prevention activities, recycling initiatives and response to hazardous material releases.

**Essential Functions:**

70% Assist with developing, implementing and maintaining chemical and infectious waste compliance programs at the University of Akron main campus and other campus locations. Programming will include those necessary to maintain compliance with applicable state, federal and local rules and regulations i.e., US Environmental Protection Agency (USEPA) and/or Ohio Environmental Protection Agency (OEPA) rules and regulations.

20% Provide service in hazardous material release investigation, cleanup and remediation as well as emergency situations as requested by UAPD or other responding entities.

10% Perform other miscellaneous activities. Attend seminars and/or trainings necessary to maintain certification in hazardous materials management. Attend professional meetings and maintain contact with other universities/colleges and other professional organizations. Provide in-service training as needed.

**Education:**

Requires a relevant Associate Degree.

**Licenses/Certifications/Requirements:**

HazWoper certification (40 hours) and DOT HMH 181 certification or complete certification w/in three months of employment. Valid Drivers License. Qualify medically to wear negative-pressure respirators and self contained breathing apparatus (SCBA).

**Experience:**

Requires a minimum of 2 years experience in the field of environmental compliance or hazardous materials management that includes hazardous waste collection, handling and disposal. Strong interpersonal communication and analytical skills required. Ability to be innovative and flexible and be committed to customer service and diversity required. Ability to work independently, interpret data, perform mathematical computation (including algebra) and follow directions and policies required. Computer skills to include word processing, word processing, presentation and e-mail/Internet programs required.

**Leadership:**

No authority or responsibility for the supervision of others.

**Physical Requirements:**

Moderate physical effort required involving long periods of standing, walking on rough surfaces, bending and/or stooping; periodic lifting of moderately heavy items (over 25 lbs. -- 50 lbs.).

**Working Conditions:**

Routine discomforts from exposure to moderate levels of heat, cold, moisture/wetness, noise and air pollution. May involve routine/occasional exposure to light chemical substances or hazards (radiation, chemicals, diseases, heights and moving parts).

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The intent of this classification specification is to provide a representative summary of the types of duties and responsibilities that will be required of positions given this title and shall not be construed as a declaration of the specific duties and responsibilities of any particular position. Employees may be requested to perform job-related tasks other than those specifically presented in this description. The University requires that all University employees whose assigned duties include some involvement with The University of Akron's intercollegiate athletics program, comply with all relevant NCAA Bylaws in performing their work.