



Human Resources Office

102 S. Hickory Avenue, Bel Air, Maryland 21014

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www.hcps.org

VACANCY ANNOUNCEMENT

AN EQUAL OPPORTUNITY EMPLOYER

June 9, 2025

HCPS is committed to recruiting and retaining effective and diverse educators and staff to build a climate of student success and improve learning experiences for every child in every classroom.

SAFETY COMPLIANCE SPECIALIST

Central Office – Facilities

Non-Benefited Position, 18 hours a week or less

The Safety Compliance Specialist is responsible for developing, implementing, and monitoring workplace safety programs and procedures to ensure a safe and healthy work environment as required per Maryland's Heat Stress Standard (COMAR 09.12.32). This role involves identifying potential hazards, conducting risk assessments, recommending and implementing preventative measures, and ensuring compliance with relevant safety regulations and company policies. The Safety Compliance Specialist plays a crucial role in fostering a safety-conscious culture within Harford County Public Schools and providing training and compliance programs to prevent workplace accidents and injuries in compliance with all federal, state and local laws and regulations.

ESSENTIAL DUTIES AND RESPONSIBILITIES MAY INCLUDE

These items are intended only as examples of the various types of job duties to be performed; specific position assignments will vary depending on the needs of the department. The omission of specific duties does not exclude them from the position if the work is a similar, related, or logical assignment to the position.















- Develops, implements, and maintains comprehensive safety programs, policies, and procedures in compliance with local, state, and federal regulations (e.g., OSHA, MOSH, and EPA).
- Develops and delivers safety training programs for employees at all levels, including new hire orientation, job-specific safety procedures, and emergency response protocols.
- Stays current on relevant safety regulations, standards, and best practices.
- Ensures the organization's compliance with all applicable safety laws and regulations.
- Assists with safety audits and reporting conducted by external agencies.
- Performs other work-related duties as assigned.

SALARY

- \$40.00 per hour; non-benefitted position

TRAINING AND EXPERIENCE REQUIRED

- Bachelor's degree in a related field with 3 years of direct safety focused experience OR 5 years of direct safety focused experience with an A.A degree in a related field.
- Experience in a safety-related role, preferably in working with adults.
- Certified Safety Professional (CSP)
- Associate Safety Professional (ASP)
- Occupational Safety and Health Technologist (OSHT)
- Other relevant industry-specific certifications.
- Thorough knowledge of federal, state, and local safety regulations (e.g., OSHA, MOSH, EPA, etc.).

-  Experience in occupational safety and health industry.
-  Strong understanding of safety principles, hazard identification, risk assessment, and control measures.
-  Excellent communication, interpersonal, and training skills.
-  Strong analytical and problem-solving abilities.
-  Proficiency in using safety management software and Microsoft Office Suite.
-  Ability to work independently and as part of a team.
-  Attention to detail and strong organizational skills.
-  Ability to conduct site inspections, which may involve walking, standing, climbing stairs and ladders, and accessing confined spaces.
-  Ability to lift and carry safety equipment and training materials.
-  May require occasional travel to different work sites.
-  Work environment may include office settings and industrial or construction sites with potential exposure to various hazards (e.g., noise, chemicals, machinery).
-  May require wearing personal protective equipment (PPE) in certain areas.
-  Occasional evening or weekend work may be required.
-  Proactive approach to identifying and addressing safety concerns.
-  Ability to build positive relationships and influence employees at all levels.
-  Commitment to continuous learning and professional development in the safety field.
-  Strong ethical standards and a commitment to ensuring a safe and healthy workplace.

HOW TO APPLY

Employment applications are accepted **online only**. To access the application, visit the Employment Opportunities section of the HCPS website at www.hcps.org. If you have questions or require assistance to complete the online employment application, contact the Human Resources Office at 410-588-5238.

DEADLINE

Online employment applications will be accepted until filled.

The Board of Education of Harford County is committed to providing an inclusive and welcoming environment for all employees and applicants. We adhere to the principles of equal opportunity in all aspects of employment and do not discriminate on the basis of race, color, national origin, sex (including pregnancy and related conditions, sexual orientation, and gender identity), religion, disability, age, genetic information, or any other characteristic protected by applicable federal, state, or local laws.

In accordance with Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, and Title VII of the Civil Rights Act of 1964, the Board of Education of Harford County prohibits discrimination based on sex, race, color, national origin, religion, or any other protected characteristic in any program or activity it operates. The Board of Education of Harford County encourages applications from all qualified individuals.

Inquiries or concerns about your rights related to Title IX can be directed to our Title IX Coordinator, Dr. Eric Davis, at 102 South Hickory Ave, Bel Air, MD 21014, 410-588-5202, or TitleIX@hcps.org. Inquiries related to your rights under Title VI or Title VII can be directed to our Coordinator of Investigations, Ms. Renee McGlothlin, at 410-809-6087 or Renee.McGlothlin@hcps.org. Harford County Public Schools' non-discrimination policy can be accessed here: [NON-DISCRIMINATION POLICY: \(hcps.org\)](http://www.hcps.org/non-discrimination-policy) and found on the HCPS website under Board of Education Policies and Procedures. Harford County Public Schools' non-discrimination statement can be accessed here: [NON-DISCRIMINATION STATEMENT: \(hcps.org\)](http://www.hcps.org/non-discrimination-statement) and found on HCPS' homepage.

AFFIRMING EQUAL EMPLOYMENT IN PRINCIPLE AND PRACTICE