

San Joaquin County Employment Opportunity

Risk Analyst II (Safety) Human Resources

ABOUT THE POSITION

The Safety Analyst position within the Human Resources Division's Risk Management Unit is a pivotal role in ensuring the safety and well-being of employees within our public organization, including cities and counties. This position demands a seasoned professional with a comprehensive background in various facets of risk and safety management, ranging from conducting meticulous safety investigations and analyzing potential risks to addressing workplace violence incidents and managing work-related injuries and accidents.

In addition, a deep understanding of CAL-OSHA Injury Illness Prevention Programs and CAL-OSHA recordkeeping requirements is essential to maintain regulatory compliance. The Safety Analyst is also entrusted with the critical task of identifying and mitigating environmental factors that could jeopardize the well-being of both employees and the County as a whole. By providing expertise in risk management and fostering a culture of safety, this role is instrumental in creating a secure and compliant work environment.

THE IDEAL CANDIDATE

The ideal candidate for this position is an experienced professional with a strong background in public organizations. They hold a degree in a relevant field, possess a deep knowledge of CAL-OSHA regulations, excel in conducting safety investigations, and have exceptional communication skills. This candidate is a problem solver, adaptable to changing regulations, and passionate about promoting workplace safety. They work collaboratively, lead by example, and are committed to upholding ethical standards in their work.

THE DEPARTMENT

Human Resources is a division of the County Administrator's Office and provides centralized HR and labor relations services for all County departments. Services include: Employment Services to include recruitment, retention, exam development, and performance management, EEO Program, Staff Development & Wellness, administration of County health, dental, and voluntary benefit programs, safety, risk and leave management. The division also negotiates labor contracts, processes complaints and grievances, participates in labor management meetings, and provides support for the Civil Service Commission, EEOAC, Deferred compensation.

The mission of the Human Resources Division is to partner with all County departments, community organizations, and educational institutions to recruit, develop, and retain employees of the highest quality and competency, who represent the diverse community we work and live in.

Human Resources
44 N. San Joaquin Street
Third Floor, Suite 330
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Phone: (209) 468-3370

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Risk Analyst II (Safety)

Primary Duties Include:

- Responsible for providing assistance/guidance for CAL OSHA Injury Illness Prevention Policy to ensure compliance for all County Departments
- Responsible for ensuring that each Department complete CAL OSHA recordkeeping requirements (OSHA logs/posting and labor posters)
- Provides daily assistance with investigations; workplace violence, work related injuries and automobile accidents
- Provides directions to ensure plan details are appropriate, witness interviews, timeframe, Dept./County polices or procedures were followed, confirms root causes are identified and affective corrective action plans are developed
- Provides assistance with workplace inspections to identify and alleviate environmental factors that present exposure for losses to the County or injury to employees
- Develops, designs and facilitates training needs, research regulatory requirements and assist Safety Officer with all aspects of County Safety Program.

Minimum Qualifications

Risk (Safety) Analyst II:

Education: Graduation from an accredited four-year college or university, preferably with a major in public or business administration, social science, industrial psychology, or a closely related field.

And

Experience: One year of full-time professional public personnel or related administrative analytical work in a risk management environment performing safety training, investigations, and policy analysis and development at a level equivalent to a Personnel Analyst I in San Joaquin County service.

And

License: Possession of a valid California driver's license.

Recruitment Incentives*

- **Vacation Accrual Rate:** San Joaquin County vacation accrual rate consistent with the candidate's total years of public service.
- **Sick Leave:** Candidates leaving other employment may receive credit for actual non-reimbursable sick leave hours (up to 160 hours).
- **New Hire Retention Bonus:** \$2,000 upon completion of first year equivalent employment (2,080 hours); \$1,000 upon completion of third year equivalent employment (6,240 hours); \$3,000 upon completion of sixth year equivalent employment (12,480 hours)
- **Moving Expenses:** Documented costs to a max of \$2,000



Personnel Analyst

Compensation and Benefits

Approximate Annual Total Compensation:

Risk (Safety) Analyst II

\$81,049—\$98,515*

* *Future COLA's: 7/24 = 4%; 7/25 = 3%*

Approximate annual salary

In addition to the base salary, the County offers an excellent benefits plan which includes a county contribution to health insurance, dental and vision insurance plans. Other benefits also offered by the County include:

- Confidential Unit receive a supplement of 10% on top of base salary (noted above)
- A 1% employer contribution to the County's 457 Deferred Compensation Plan
- Vacation cash-out up to eight (8) days annually
- 1937 Retirement Act plan with reciprocity with CALPERS.
- 125 Flex Spending Benefits Plan
- 12 days sick leave annually with unlimited accumulation.
- 10 days of vacation leave (15 days after 3 years, 20 days after 10 years, and 23 days after 20 years)
- 14 paid holidays per year

	Step 1	Step 5
Annual Base Salary	\$81,049	\$98,515
10% Supplement	\$8,104	\$9,851
1% Employer 457 Contribution	\$810	\$985
Vacation Cash Out (8 days = 64 hrs annually)	\$2,494	\$3,031
Total Potential Compensation	\$92,457	\$112,382

Application and Selection

The competitive process includes submittal of a completed San Joaquin County Employment application and Supplemental Questionnaire. Resumes will not be accepted in lieu of a complete application package. If a formal exam process is utilized, qualified applicants will be invited to participate in an oral or written examination interview which may include a practical exercise. The top-scoring candidates will be referred to the department for a hiring interview. To apply, submit a completed application and supplemental questionnaire on or before the **final filing date**.

Final Filing Date: November 3, 2023

This Civil Service position is unrepresented. Final appointment will be conditional upon passing a Pre-Employment Background and DOJ Live Scan.

To apply, visit our [webpage](#) or scan this QR code with your smartphone's camera.



Wellness

San Joaquin County is dedicated to providing its employees with a great benefit package and is interested in their overall well-being. Through our SJC Engage wellness program, San Joaquin County employees and eligible dependents are offered support in the way of various workshops, courses, and programs in areas such as Physical and Mental Wellness, Professional Wellness, and Financial Wellness. Employees also enjoy special employee pricing through Perks at Work.

For additional information regarding the wellness program, please click [Here](#).



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Make San Joaquin County your new home!

A land of beauty, recreation and natural riches—from the waters of the Delta to the vines of the wine, San Joaquin County has it all. San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.

Arts, Culture, and Recreation

The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and Stockton Children's Museum are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of celebration about individual customs, foods and cultures.

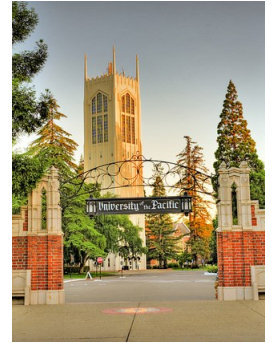
San Joaquin County government provides nine community parks for boating, camping, and picnicking, swimming and organized sports. Annual family events include the Asparagus Festival, attended by thousands of fun-seekers from the County and beyond.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The County-owned and operated Micke Grove Park offers a zoo, rides and a historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor to north of Sacramento and offering access to the San Francisco Bay.



Education

From preschool to higher education, the County has it covered with an abundant array of public or private opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus-Stockton Center, Humphreys College and Law School, National University, and the San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The County's 17 school districts provide families with a wide choice for children's educational development.



Agriculture

The county is one of the most agriculturally rich regions in California. Almonds are the leading commodity with over 104,000 bearing acres. Milk, grapes, walnuts, and cherries round out the top crops, with an abundance of other produce. Grapes make up 91,000 bearing acres, much of which are wine grapes. There are over 85 wineries within the Lodi Appellation offer opportunities for tasting and special events.

Weekly farmers markets throughout the county offer a cornucopia of fresh fruit and vegetables. Fruit stands and pick-your-own produce farms dot the countryside.

Housing

Housing is plentiful in San Joaquin County and is affordable when compared to other nearby areas.

Housing ranges from new developments to historic homes found mostly in central Stockton and downtown Lodi. San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from the unique opportunities - cultural, recreational, and educational - that the area provides.

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