

## ST CLOUD STATE UNIVERSITY VACANCY POSTING

This posting is effective **July 11, 2025** and expires **July 17, 2025**.

Eligible employees\* may bid on this vacancy by completing a “Classified Bid Form.” This form can be completed online, if you have any questions please contact the Human Resources office, AS204, during its regular business hours on or before **July 17, 2025**.

### **JOB NO.**

0725-45

### **WORK AREA**

Campus

### **CLASS & EMPLOYMENT CONDITION**

State Program Admin, Intermediate  
Unlimited, Full-Time

### **NORMAL HOURS OF WORK**

Monday—Friday  
8:00am—4:30pm

### **GENERAL DESCRIPTION OF JOB**

The Chemical Hygiene Officer (CHO) is responsible for developing, implementing, and maintaining the university’s Chemical Hygiene Plan (CHP) to ensure a safe and compliant laboratory and operational environment. The CHO works closely with faculty, staff, and students to promote chemical safety, regulatory compliance, and best practices in handling, storing, and disposing of hazardous chemicals and materials. This position plays a critical role in fostering a culture of safety and environmental responsibility across campus.

#### **Minimum Qualifications** *(expected to have to enter job):*

- One year of experience working in chemical safety, laboratory safety, hazardous materials management, or a closely related field. A bachelor's degree in Chemistry, Chemical Engineering, Industrial Hygiene, Environmental Science, Occupational Health and Safety, or a closely related field, may substitute for one year of experience and an associate's degree may substitute for 6 months of experience.
- Regulatory Knowledge: Strong understanding of OSHA Laboratory Standard (29 CFR 1910.1450), Hazard Communication Standard (29 CFR 1910.1200) including Safety Data Sheet compliance and hazard classifications, EPA hazardous waste regulations, strong knowledge of personal protective equipment (PPE) requirements, and other relevant federal/state laws.
- Communication & Leadership Skills: Excellent organizational, problem-solving, and documentation skills, including the ability to work independently while collaborating with multiple stakeholders. Strong ability to train, educate, and engage campus stakeholders on chemical safety protocols.
- Certified Chemical Hygiene Officer (CCHO), Certified Industrial Hygienist (CIH), or the ability to obtain within 6 months of hire.

#### **Preferred Qualifications** *(desired but not expected to have to enter job):*

- Master’s degree in a closely related field as listed above.
- 3-5 years of experience preferred in chemical safety, laboratory safety, hazardous materials management, or a closely related field.
- Experience working in a higher education environment or research laboratories.
- Familiarity with NFPA, ANSI, DOT hazardous materials transportation regulations, and state safety codes.
- Experience with Radiation and Laser safety

**\*To be eligible to interest bid, an employee must have the same class as this vacancy and must currently have either a different shift, or a different work area, or a different employment condition than described above.**

**During the summer months and semester breaks the work schedule may, with appropriate notice, be changed from that shown above.**