

COMMONWEALTH OF THE NORTHERN MARIANA ISLANDS

**CIVIL SERVICE COMMISSION
OFFICE OF PERSONNEL MANAGEMENT**

P.O. BOX 5153 CHR, SAIPAN, MP 96950-5153

CSC TEL NO: (670) 233-1606 | FAX NO: (670) 233-4096

PM TEL. NO: (670) 234-6925/6958 | FAX NO. (670) 234-1013

CSC website: <http://www.cnmisc.net> | OPM website: <http://www.cnmioopm.net>



RAYMOND M. MUNA
Chairperson, CSC



FRANCES T. TORRES-SALAS
Director of Personnel

EXAMINATION ANNOUNCEMENT NO: 23-069

OPENING DATE: 08/22/23

CLOSING DATE: 09/05/23

RE-ANNOUNCEMENT (21-181)

This examination is for the purpose of developing an Open Competitive and Promotional Eligible list. It is the policy of the Commonwealth of the Northern Mariana Islands that the personnel system will be applied and administered according to the principle of equal opportunity for all citizens and nationals as defined by the Northern Marianas Commonwealth Constitution regardless of age, race, sex, religion, political affiliation or belief, marital status, disability or place of origin.

POSITION AND SALARY: Industrial Hygienist

Ungraded

\$1,163.38 B/W - \$30,248.00 P/A

The salary given will be determined by the qualification of the appointee.

**LOCATION: Department of Labor, Saipan
CNMI – OSHA**

DUTIES

Conducts routine and follow-up industrial hygiene survey. Prepares reports on findings and submit recommendations. Develops and sets mandatory Occupational Safety and Health standards that involves determining the extent of employee expose to hazards and deciding what is needed to control these hazards, thereby protecting the workers. Anticipates, recognizes, evaluates, and recommends controls for environmental and physical hazards that can affect the health and well-being of workers. Develops and issues OSHA standards to protect workers from health hazards associated with toxic chemicals, biological hazards and harmful physical agents. Provides technical assistance and support to the agency's national and regional offices. Analyzes accident and reports for trends, makes recommendations for correcting unsafe conditions and actions. Utilizes variety of industrial hygiene monitoring, sampling and analytical equipment and instruments to evaluate chemical and noise exposures, maintains detailed records of sampling activities. Inspects and evaluates work operations, production methods and engineering controls to determine potential containment emission sources or related health hazards associated with work place conditions. Identifies hazards conditions and practices in equipment, systems, products and facilities. Evaluates hazard levels. Develops methods to predict hazards from experience, historical data and other information sources. Monitors workplace for airborne substance and noise to ensure workplace standards are not exceeded and that control systems are properly designed. Identifies and evaluates methods to control hazards, such as engineering controls, administrative controls and protective equipment. Conducts training sessions with employees on the health and safety practices and policies of their work environment. Evaluates the progress of the health and safety plans after their implementation. Tests and evaluates control systems, for example noise and ventilations systems, as well as personal protective equipment. Performs other related duties as assigned.

MINIMUM QUALIFICATION REQUIREMENTS:

Bachelor's degree in industrial hygiene, environmental science, chemistry, or mechanical engineering, plus two (2) years of professional experience in the prevention of occupational diseases and the protection and improvement of the industrial health environment.

CONDITIONAL REQUIREMENTS:

This position is "**COVERED**"; Is eligible to receive overtime payment for overtime hours performed pursuant to Part IV.B16 of the Personnel Service System Rules and Regulation (PSSR&R) and the Fair Labor Standards Act (FLSA).

NOTE: Education and training claimed under item 24(A) through (H) of the Application for Employment must be substantiated by an official school transcript, diploma or certificate. FAILURE TO PROVIDE THE REQUIRED DOCUMENTS WILL RESULT IN AUTOMATIC DISQUALIFICATION.

INTERESTED PERSONS SHOULD SEND THEIR CURRENT APPLICATION FORMS TO:

Office of Personnel Management
Springs Plaza, Gualo Rai
Saipan, MP 96950

Office of Personnel Management
Antonio C. Atalig Public Library Bldg.
Office of the Mayor, Tatachog
Rota, MP 96951

Office of Personnel Management
San Jose Village
Tinian, MP 96952