



REVISED: Submitted:  
07/01/2019 06/11/2019

JOB TITLE:	INSPECTOR ASBESTOS
DIVISION	OPERATIONS SERVICES
SALARY SCHEDULE/GRADE:	IB, GRADE 12
WORK YEAR:	260 DAYS
FLSA STATUS:	NON-EXEMPT
JOB CLASS CODE:	8337
BARGAINING UNIT:	CLAE

#### SCOPE OF RESPONSIBILITIES

Maintains asbestos materials management program to include maintenance and operations of all asbestos-containing material in all facilities in the District. Acts as liaison with the Louisville and Jefferson County Air Pollution Control district and EPA offices in Atlanta (Region IV) and the Asbestos Action Program in Washington, D.C., in reference to all asbestos-related material.

#### PERFORMANCE RESPONSIBILITIES & EVALUATION CRITERIA

- Inspects and samples all suspect materials and equipment for potential presence of asbestos
- Performs inspections of all facilities containing asbestos material, and responds to concerns
- Encapsulates or removes damaged asbestos-containing materials
- Removes all asbestos-containing material that is removed by Jefferson County Public School personnel and cleans the affected area
- Manages the air sampling program conducted by private contractors and maintains a file of results, in each school affected, verifying acceptable levels of air cleanliness
- Maintains school system record file of all asbestos abatement, repairs and/or encapsulation of asbestos-containing material for all facilities in the District
- Completes, records and files, with Maintenance Scheduling, accurate work orders for encapsulation or repair
- Maintains complete and accurate files at each facility to comply with EPA regulations
- Files reports with local Air Pollution Control District on monthly basis advising of all abatement performed
- Performs other duties as assigned by supervisor
- Completes all trainings and other compliance requirements as assigned and by the designated deadline

#### PHYSICAL DEMANDS

The work is performed while standing or walking. The work requires the use of hands for simple grasping, pushing and pulling of arm controls, and fine manipulations. The work requires the use of feet for repetitive movements. The work at times requires bending, squatting, crawling, climbing, reaching, with the ability to lift, carry, push or pull light weights. The work requires being around moving machinery, exposure to marked changes in temperature and humidity, driving automotive equipment, and exposure to dust, fumes, and gases.

#### MINIMUM QUALIFICATIONS

- High School Diploma or G.E.D.
- Completed apprenticeship or equivalent training
- Three (3) years of experience in the insulation of commercial heating and air conditioning equipment
- Capability in reading blue prints
- Possess "State of the Art" asbestos abatement training by Approved EPA institution
- Possess knowledge of local, state and federal regulations concerning asbestos abatement

Valid driver's license
Effective communication skills
DESIRABLE QUALIFICATIONS
Successful experience as an Industrial Hygienist
Experience in a diverse workplace