



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

OSH DISCRIMINATION INVESTIGATOR

Job Number: 20000907

Job Code: 37850V241016

Job Group: 3700 - INDUSTRIAL COMPENSATION & INSP

Job Established: 11/01/1993

Job Revised: 10/16/2024

Grade: 15 Salary (MIN - MID):

\$24,863-\$37,295 - Hourly

\$4,040.24-\$6,060.44 - 37.5 Hr. Monthly Salary

\$4,309.60-\$6,464.48 - 40 Hr. Monthly Salary

Special Entrance Rate:

\$35,498 - Hourly

\$5,768.44 - 37.5 Hr. Monthly Salary

\$6,153.00 - 40 Hr. Monthly Salary

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months, except as provided in KRS 18A.111.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Conducts complicated and detailed investigations of discrimination resulting from employees exercising rights protected by occupational safety and health laws; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

Graduate of a college or university with a bachelor's degree OR an associate's degree in occupational safety and health.

EXPERIENCE, TRAINING, OR SKILLS:

Three years of professional experience in occupational safety and health, complaint investigation, safety training, or a related field.

Substitute EDUCATION for EXPERIENCE:

Graduate study in occupational safety and health, safety training, or a related field will substitute for the required experience on a year-for-year basis.

Substitute EXPERIENCE for EDUCATION:

Administrative experience in labor relations involving the administration of OSHA regulations, complaint investigations, or experience involving the investigation of discrimination complaints will substitute for the required education on a year-for-year basis.

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

NONE

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Conducts complex Occupational Safety and Health discrimination investigations. Conducts interviews and takes statements from complainants, employers, and witnesses. Writes detailed reports of investigations and relays all pertinent information relating to the circumstances surrounding the discriminatory actions. Runs asset checks to determine financial stability for purposes of settlements. Provides detailed information relating to all aspects of Occupational Safety and Health anti-discrimination statutes, regulations and procedures to employers, employees, union representatives, etc. Provides written status reports, case summaries, and recommendations on each discrimination case. Attends professional training courses and conferences relevant to occupational safety and health laws, regulations, standards, and discrimination investigations. Prepares citations and penalty calculations in meritorious cases as directed. Provides general investigative case file support to the Occupational Safety and Health Program as needed.

UNIQUE PHYSICAL REQUIREMENTS:

Any unique physical requirements necessary to perform the duties of a specific position will be listed on the individual position description, if applicable.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Work is generally performed in an office setting when preparing reports or evaluating investigations. Travel may be required to conduct investigations.

ADDITIONAL REQUIREMENTS:

Upon employment, employees in this job classification may be required to drive a licensed vehicle. Applicants and employees in this job classification may be required to submit to a drug-screening test and background check. Employees in this class are required to undergo yearly physical examinations to ensure they are physically capable of performing the essential duties of the position, capable of safely utilizing required personal protective equipment without posing a hazard to themselves or others, and to ensure compliance with the medical requirements of occupational safety and health standards pursuant to 29 CFR 1910.0134 adopted by 803 KAR 2:308. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R. 115.17 and 115.317.

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.