



memo:

**** PLEASE POST ****

TO: All PEF Offices
FROM: Human Resources
DATE: December 12, 2025
RE: Management/Confidential Vacancy

In accordance with Article 23(A) of the PEF/USW Agreement, please be advised that the following vacancy may be applied for in writing:

Position: Director of Health & Safety
Location: All regions will be considered throughout NY State
Category: 11 (MC)
Salary: \$122,598.00 – Hiring Rate (minimum)
\$158,421.00 – Step 5 (maximum)
PEF retains the right to increase the starting salary based on experience.

Interested members of staff are invited to submit their resume to:

Office of Human Resources
Public Employees Federation
1168-70 Troy-Schenectady Road
PO Box 12414
Albany, NY 12212-2414
or by e-mail to HR@PEF.org

Qualifications and job description are attached. Services for this position are required immediately.

cc: Statewide Officers
Regional Coordinators
Trustees
USW 9265 President

NYS PUBLIC EMPLOYEES FEDERATION

POSITION DESCRIPTION

Position Title: Director of Health and Safety

Department: Health and Safety

Position Summary: Directly supervise and participate in the day-to-day operations of the PEF Health & Safety Department.

Qualifications: Master's Degree in Industrial Hygiene or a related field plus a minimum of three (3) years of related experience or a Bachelor's Degree in a related field and (5) years of experience.

Key Functions:

1. Implementation of Health & Safety programs and assignments as set forth by PEF.
2. Supervise and assign work to professional and administrative staff in the department.
3. In conjunction with field services representatives, assist PEF Divisions in the area of workplace health and safety.
4. Advise Statewide Officers, PEF representatives and staff on occupational health and safety issues impacting on and related to development of proposed PEF policies and position papers.
5. Represent PEF at legislative, public and administrative hearings concerning health and safety matters of vital interest to PEF.
6. Coordinate workplace surveys and walk-throughs aimed at identifying potential hazards and resolutions for such.
7. Work with PEF Training Department on the design and delivery of health and safety sessions and informational materials.
8. Coordinate the development and implementation of a workplace health and safety network.
9. Function as staff liaison to the joint Health and Safety and Article 13 Committees.

10. Coordinate the administration and implementation of any health and safety grants (Federal, State or private) that are received by the union.
11. Coordinate for Labor Relations staff activities related to occupational health and safety matters.
12. Serve as advisor to PEF Human Resource Office on internal health and safety matters.
13. Consistent and reliable attendance.

Revised 4.1994