



Family: Facilities and Operations

Level: AM4

Position Profile Title: Manager 1-Health Physicist

Salary Grade	Minimum	Midpoint	Maximum
6	\$60,288	\$82,860	\$105,420

PROFILE SUMMARY:

Positions in this job profile manage the day-to-day operations of the OSU Radiation Center's radiation protection program. They provide ideas and subject matter expertise while ensuring effective, efficient workflow and adherence to policy and standards.

DISTINGUISHING CHARACTERISTICS:

The distinguishing characteristic of the Manager 1-Health Physicist profile is the management and oversight of the radiation safety and compliance programs for the OSU Radiation Center. Positions ensure compliance and provide supervision for employees carrying out the daily work.

PRIMARY POSITION RESPONSIBILITIES:

1. Develops, performs, and evaluates the health physics procedures and practices for the OSU Radiation Center, to ensure legal compliance, efficiency, safety, and quality standards.
2. Supervision of professional faculty and/or classified positions including plan, assign and approve work; rewards/discipline; respond to grievances; hire/fire (or effectively recommend); prepare and sign performance evaluations/reviews
3. Maintains updates and completes records, documentation and reports for health, safety and quality standards for the operation of the facility.
4. Ensures compliance with University policies, state and federal laws and regulations, contractual agreements and industry standards.

PROBLEM-SOLVING AND DECISION-MAKING:

Problems are varied, requiring analysis or interpretation of the situation. Problems are solved using knowledge and skills, and general precedents and practices.

Decisions have major implications on the management and operations of an area within a department; job may contribute to important strategy, operations, and business decisions that affect the department.

Decisions impact:

- Department
- Direct Team
- Vendors/Suppliers/Contractors
- Other External Agencies and Institutions
- Students

ACCOUNTABILITY:

Results are defined by senior leadership, division/college and university mission, vision and strategies; existing practices are used as guidelines to determine specific work methods. Carries out work activities independently; supervisor/manager is available to resolve problems.

Supervision of professional faculty, classified and/or student positions including plan, assign and approve work; rewards/discipline; respond to grievances; hire/fire (or effectively recommend); prepare and sign performance evaluations/reviews



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RELATIONSHIPS WITH OTHERS:

Collaborates and interacts within the Dept/Unit, University Wide, and Externally to:

- Exchange routine, factual information and/or answer routine questions.
- Exchange detailed information or resolve varied problems.
- Develop and maintain relationships with key contacts to enhance workflow and work quality.
- Identify needs/concerns of others, determine potential solutions, resolve or redirect appropriately.
- Persuade, gain cooperation and acceptance of ideas, or collaborate on significant projects.
- Resolve conflict, negotiate, or collaborate on major projects.
- Access and/or work with sensitive and/or confidential information.

TYPICAL REQUIREMENTS:

Bachelor's degree in Radiation Health Physics or related field.

5 years of experience in radiation protection.

Must pass USNRC background check.

May require certification or licensure.

DISCLAIMER:

The above statements are intended to indicate the general nature and level of work performed by positions within this job profile. They are not designed to contain or be interpreted as an exhaustive list of all duties, responsibilities, skills, and qualifications required of all employees within positions covered by this job profile.