

**Company Name:** University of California Riverside  
**Position Title:** Facilities Planner & Safety Coordinator - College of Natural Agricultural Sciences  
**Min Education:** BA/BS/Undergraduate  
**Location(s):** Riverside, Inland Southern California 92521

**Information about UCR:**

In the Heart of Inland Southern California, UC Riverside is located on nearly 1,200 acres near Box Springs Mountain in Southern California, the park-like campus provides convenient access to the vibrant and growing Inland region. The campus is a living laboratory for the exploration of issues critical to growing communities — air, water, energy, transportation, politics, the arts, history and culture. UCR gives every student the resources to explore, engage, imagine and excel.

UCR is ranked 43rd among top public universities (US News and World Report 2010).

At UC Riverside we celebrate diversity and are proud of our #5 ranking among the nation's for most diverse universities (US News and World Report 2010). Become part of a place that fosters success for all its constituents, students, faculty, and staff, and where work/life balance and campus culture are integral to our way of life.

**Information about the position:**

The College of Natural and Agricultural Sciences (CNAS) Facilities Planner and Safety Coordinator works directly in support of the Divisional Dean for Facilities and Space Planning under the general direction of the Chief Financial Officer (CFAO) for the college; directly supervises two staff employees. The incumbent works with a high degree of independence and autonomy as the college's primary manager for space analysis, planning, design and renovation, as well as safety. The college oversees approximately 1.1 million assignable square feet of space, including offices, laboratories, greenhouses, and classrooms. This position also has responsibility for special projects involving expert knowledge of state and federal code regulations, OSHA and ADA compliance requirements. Assignments will vary over time and will demand flexibility and the simultaneous management of multiple projects.

UCR is an affirmative action and equal opportunity employer with a commitment to workforce diversity.

AA/EOE

**Job Requirements**

- Bachelor's Degree, with a major in architecture, engineering, public administration, and at least five years of progressively responsible related professional experience; or an equivalent combination of education and experience.
- Demonstrated experience in and knowledge of space and facilities planning.
- Experience with architectural planning and design, budget control, and construction scheduling.
- Demonstrated analytical and forecasting skills with an emphasis on program evaluation and strategic planning. Experience translating raw data into workable space allocation plans; skill in presenting data that enhances the decision-making process.
- Experience creating architectural drawings using computer-aided drafting and design.
- Experience with researching and interpreting federal, state, and local health and safety regulations.
- Experience with the principles and methods of training or instructing individuals and groups in safety-related topics.
- Experience with training, supervising, and evaluating the performance of assigned personnel.
- Excellent organizational skills; ability to work independently with minimal direction and to plan, coordinate, direct and/or perform numerous and varied tasks simultaneously.
- Skill in conducting tests and inspections of facilities, processes, or materials to evaluate potential hazards.
- Skill in translating observations, findings, and recommendations from analytical studies into a concise and logical written report.
- Skill in analyzing policy issues, UC policy and procedures, and other directives and from solid recommendations.
- Knowledge of environmental and occupational health and safety practices; Knowledge of legal aspects of risk management for environmental health and safety issues; working knowledge of OSHA and ADA requirements.
- Ability to establish both formal and informal communication networks.
- Hired applicant must possess a valid California Driver's License; and must successfully pass a background check through the Department of Justice.

Apply Here: <http://www.apply-for-job.net/c/jobclick.cfm?site=8122&job=7312410>