

MANUAL Student Employment Career Services	SECTION Student Job Description				PAGE 1 / 1 REVIS 7/18
SUBJECT Student Safety Assistant	RANK x383	GROUP III	CBC Yes	PHYSICAL Yes	

DEFINITION:

Under the close supervision of a Manager/Supervisor, the Student Safety Assistant will perform the following duties:

- (a) Collect chemical surplus (CS) from UIC generators departments disposing of chemical surplus.
- (b) Inspect all packages of CS to ensure safe transportation within the University.
- (c) Transport CS to processing areas either by cart or by EHSO vehicle.
- (d) Perform laboratory cleanouts: the on-site processing of CS in laboratories, chemical stockrooms, etc.
- (e) Process the CS:
 - (1) segregate CS into hazard classes for safe storage.
 - (2) determine the hazard class of CS by using the latest available data from well recognized publications.
 - (3) treat some hazardous waste by performing reactions which render the waste non-hazardous (e.g. neutralize inorganic acids).
 - (4) bulk (combine) certain waste solvents into larger containers and transport them to final storage to await disposal.
 - (5) prepare hazardous waste for off-site shipment.
- (f) Enter data into the computer to record all the above activities about CS activities.
- (g) Update the files on Material Safety Data Sheets on a regular basis.

BASIC QUALIFICATIONS:

Completed three (3) semesters of University coursework including at least one (1) semester of chemical safety, hazardous waste, or for any laboratory management or industrial career.