The University of Tennessee, Chattanooga

Emergency Management Systems Technician, Safety and Risk Management

Minimum $13.46/hour. This position will aid in the development of incident prevention, mitigation, response, business continuity and recovery plans for the UTC campus. Responsibilities include:

- Examining, validating, and updating building pre-fire plans and vulnerability assessments consistent with NFPA1600 and other guidance.
- Performing business continuity assessments and developing business continuity plans.
- Assisting in the development of HSEEP compliant exercise documents.
- Scheduling, planning and delivering unit level tabletop exercises.
- Planning and conducting training sessions including CPR, First Aid and NIMS.
- Aiding in the developing and delivery of tabletop and operational exercises, which include the campus and local emergency responders.
- Monitoring contractors during installation of Integrated Public Alert Warning System (IPAWS).
- Working directly with local and state emergency response forces in a highly collaborative environment.

QUALIFICATIONS:

- Associate degree required in Fire Science, Homeland Security, Risk Management, Criminal Justice or closely related field; Bachelor's degree in Fire Science, Homeland Security, Risk Management or Criminal Justice preferred.
- Must have 4 years experience in emergency response operations (fire, police, Ems, or military force protection) or 2 years experience in business continuity planning for a facility of greater than 1,000 employees; experience as lead planner for a facility of more than 10,000 people preferred.
- Master Exercise Practitioner preferred.
- Must possess NIMS 700, 100, 200, and 800 certifications; NIMS 300 and 400 Instruction certifications preferred.
- Demonstrated ability to take direction and develop work product consistent with defined criteria.
- Demonstrated personal commitment to continued professional development in the area of emergency response/business continuity planning.

Send application to: UTC Office of Human Resources, Dept 3603, 615 McCallie Avenue, Chattanooga, TN 37403. To obtain application click here:

http://www.utc.edu/Administration/HumanResources/Forms/documents/JobApplication_000.pdf  (Posted 10/14/10)