

STATE OF NEBRASKA CLASS SPECIFICATION  
**RADIOLOGICAL CALIBRATION SPECIALIST**

EST: 11/75 – REV: 8/17  
CLASS CODE: A68610

**DESCRIPTION:** Under supervision of the Technical Hazards Supervisor, maintains a radiological program providing for inspection, maintenance, and calibration of radiation detection instruments and providing management of FEMA-owned radioactive materials on loan to the State. Writes maintenance contract specifications and budgets for radiological systems maintenance operation.

**EXAMPLES OF WORK:** (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Calibrates radiation detection survey meters and radiological dosimeters using radioactive calibrators to ensure radiation detection equipment meets the required operational standards.

Identifies radiological detection equipment due for replacement and maintains records on each radiation detection instrument/set in the state and determines exchange rotation.

Schedules direct exchange of radiological detection instruments/sets located in county emergency response agencies to ensure availability of properly maintained and calibrated radiation detection equipment.

Coordinates the activities and operations of the calibration and maintenance program with local, State, and federal agencies to facilitate attainment of agency and section work goals and requirements.

Coordinates the activities and operations of the calibration and maintenance program with Offsite Response Organizations (ORO) place radiation detection sets in other high risk areas of the State.

Assists in the development/updates of State radiological emergency response plans to protect the civilian population from the effects of nuclear accident/attack.

Controls the use, possession, and storage of all radioactive materials on loan from the Federal Emergency Management Agency (FEMA) to the State of Nebraska emergency radiological management training program through enforcement of the loan agreement to ensure adequate safeguards are maintained and to comply with the provisions of the radiological material loan agreement.

Completes and submits requisition forms for electronic repair parts and components to ensure availability of materials necessary for the maintenance and calibration of radiation detection equipment.

Other duties as assigned.

**KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:** (These are needed to perform the work assigned.)

Knowledge of: Emergency response organizations and organizational structures in the State; equipment and procedures used in the calibration of radiation detection equipment; the various types of radiation detection equipment currently in use; maintenance, calibration and repair guidelines and regulations of the Federal Emergency Management Agency and the State of Nebraska Health Department, Division of Radiological Health.

A68610 – RADIOLOGICAL CALIBRATION SPECIALIST (continued)

Skill in: basic tools and equipment to conduct repair and calibrations. Using computers for word processing, and data management.

Ability to: Communicate orally and in writing with groups or individuals to exchange information or provide instruction; interpret and apply State and federal laws, rules, regulations, policies, technical manuals, and guidelines.

**MINIMUM QUALIFICATIONS:** (Applicants will be screened for possession of these qualifications. Applicants who need assistance in the selection process should request this in advance.)

Bachelor's or equivalent training and experience in the physical or biological sciences or in engineering.

Must possess a valid Nebraska Driver License.

**LEGAL REQUIREMENTS:** (These qualifications are mandated by federal/state laws, statutes, and/or regulations.)

In accordance with the State of Nebraska Health Department, Division of Radiological Health, incumbents must meet the licensing requirements for Title 180 NAC15-017.01.

**SPECIAL NOTES:**

**Persons in this class must successfully complete NIMS 100-200 and 700-800 and the following FEMA Independent Study Courses by the end of the probationary period:** IS 230, IS 235, IS 240, IS 241, IS 242, IS 244, IS 3, IS 5a, IS 26, IS 120a, IS 301, IS 302, IS 331, IS 346, IS 393a, IS 546, IS 547, IS 702, IS 703, IS 706, IS 775, IS 808, IS 810, IS 836 and IC 300 & 400.

Incumbents in this class are assigned as an Agency Duty Officer on a rotational basis. When serving as a Duty Officer, incumbents must be available for emergencies on a 24-hour basis for a seven-day period. Additionally, incumbents must be available around the clock in the event of an emergency or natural disaster; must be able to report to the NEMA office within a timely manner and be available to travel away from home for up to two weeks at a time. Some travel up to 10% to 15% of work schedule is required. Ability to move/lift/push/pull up to 50 lbs. Certifications, diplomas, and references will be verified prior to job offer and any falsehoods will disqualify the applicant. Before any job offer is made, the applicant may be required to pass a criminal background check. In addition, the incumbent must achieve/maintain an appropriate level security clearance; failure to do so may result in termination of employment.