ENVIRONMENTAL PUBLIC HEALTH SPECIALIST

Position overview: This is a professional and technical public health position, promoting community environmental public health with responsibility to enforce public health laws and regulations.

**Supervision:** Under the direct supervision of the Director.

# This description may not include all of the duties, knowledge, skills or abilities associated with this classification.

**ESSENTIAL FUNCTIONS AND RESPONSIBLITIES:**

* Performs assessments and inspections as well as provides enforcement of public health laws and regulations of both public and privately regulated facilities and establishments with respect to:
  + food safety
  + lodging, including swim pools
  + child care facilities
* Provides education on a variety of environmental health topics including, but not limited to, vector control, hand washing, general sanitation and safety topics in the prevention and control of disease, and basic food safety.
* Assists with inspection and surveillance of food truck courier accidents.
* Provides recall food information to retailers and the public including follow up with retailers, if needed.
* Preparation of reports; both written and electronic, for corrective measures and items observed in or out of compliance with regulations during inspections.
* Provides technical advice to officials, property owners, and food establishments with regard to environmental public health regulations, requirements, policies and programs.
* Performs other related work duties as assigned.

# PROFICIENCIES:

* Work independently and with others in a team like setting.
* Effectively manage time and resources.
* Prepare and maintain detailed records.
* Establish and maintain effective courteous working relationships with staff and management of the Callaway County Health Department, as well as governmental agencies and the public.
* Customarily and regularly exercises discretion and independent judgement.
* Utilize evidence-based decision making.
* Understand and interpret basic scientific data.
* Utilize a range of office software including, but not limited to, email, spreadsheets, and online data bases and tools.
* Follow oral and written instructions.
* Communicate effectively in face to face, written, and verbal communications.
* Trusted to be in a position of responsibility that will regularly constitute exercising discretion and independent judgement.
* Strong problem solving, analytical, and organizational skills.
* Perform the essential functions of this job without posing a direct threat to the health and safety of others.
* Comprehend and able to apply knowledge of bacteriology, Chemistry, physics, biology, and other sciences.
* Comprehension of the principles, practices, and terminology of environmental public health and the relationships between environmental conditions and prevention of disease.
* Comprehension of sanitation and sanitary practices in the food industry and indications of potential sanitation and food safety hazards.
* Ability to interpret environmental public health regulations, requirements, and policies.

# EDUCATION / EXPERIENCE REQUIREMENTS:

* **Required: High School Diploma or equivalent**
* Preferred: A Bachelor’s degree from an accredited college or university with a minimum of 30 earned credit hoursin one or a combination of the following: Biology, Chemistry, Bacteriology, Animal Science, Food Science, Soil Science, Sanitary Science, Environmental Health, or in a closely related physical or natural science.

# PHYSICAL REQUIREMENTS:

* Performs bending, kneeling, sorting, twisting and reaching from ground to overhead.
* Holds and grips objects.
* Must be able to lift, carry, push and pull up to 50 pounds.
* Must be able to stand and walk for extended periods of time.
* Must be able to have repetitive wrist, hand, and/or finger movement to type and work on the computer.

# WORKING ENVIRONMENT:

* Working conditions will consist of a variety of settings indoors/outdoors. Time will be split between office and field work.
* Indoor settings with heating and cooling regulated in a general office environment.
* There will be times will be subjected to extreme weather conditions while working on inspections both inside and outside buildings.
* May be required to work in confined spaces, hazardous traffic conditions, or high/dangerous places.
* Exposed to moderate noise levels.

# MISCELLANEOUS REQUIREMENTS:

* Reliable transportation.
* Valid driver’s license and auto insurance.
* Must be able to work irregular hours, as needed, and be on-call.
* Attend training and conferences off-site and overnight, as needed, for the position.