

Environmental Health Specialist Tompkins County

Department: Health Department
Classification: Non-competitive
Labor Grade: N (14)
Revised: 11/90; 5/91; 9/08; 5/13; 1/22; 6/23
By: RP, Commissioner of Personnel
BBP Risk Factor: 2

MINIMUM QUALIFICATIONS:

(a) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree which must have included at least thirty credit hours in the natural sciences, of which no more than twelve (12) credit hours may be in the applied sciences; **OR**

(b) Five years of experience as an environmental health technician deemed satisfactory by the local Public Health Director and have satisfactorily completed a public health training course approved by the State Health Department.

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

SPECIAL REQUIREMENTS:

- 1) The candidate must possess a valid NYS Driver's License at time of application and maintain such license for the duration of employment.
- 2) Under (a) above, the appointee must satisfactorily complete a training course approved by the New York State Health Department within two years of appointment.

DISTINGUISHING FEATURES OF THE CLASS:

This position exists in the County Health Department and involves responsibility for performing professional activities in the investigation and inspection of non-engineering aspects of environmental control. An employee in this class applies the principles of the physical, biological and social sciences for the detection, evaluation, control and management of those factors in the environment which influence human health. The incumbent receives general supervision from a higher level Specialist or Engineer. This position differs from that of Environmental Health Technician in greater complexity of the work involved and level of program responsibility. Supervision is exercised over a small staff of Environmental Health Technicians. The incumbent will perform all related duties as required.

TYPICAL WORK ACTIVITIES:

- Inspects food service establishments, public and private water supplies, sewage disposal systems, bathing beaches and swimming pools, facilities for refuse disposal, ionizing radiation facilities, and general nuisances which may affect public health;
- Schedules Environmental Health Technicians to perform soil percolation tests and sewage system inspections; Supervises a small staff of Environmental Health Technicians by making work assignments and reviewing results for technical accuracy;
- Assesses complaint calls, recommends solutions or schedules technicians to investigate;
- Collects water, food and other samples for laboratory examination to determine organic or inorganic and bacterial contamination;
- Prepares reports and case histories on inspections, investigations and program status and arranges for enforcement action, office conferences and legal hearings;
- Participates in enforcement proceedings including testifying at hearings;
- Reviews plans for individual sewage disposal systems to determine code compliance;
- Collects, preserves, and ships suspected diseased animals to State Laboratory for analysis;
- May investigate communicable disease outbreaks, emergencies, and petroleum and chemical spills; Interprets laboratory results of water and food analyses;
- Performs soil tests, including visual observation of soil type, texture, strata and physical test of soil permeability;

- Inspects sites and advises home owners and contractors on design of individual sewage systems depending on varying soil conditions;
- Teaches sanitary food handling techniques to food service establishment personnel;
- Oversees the lead screening program including collection of blood samples, training of staff, home visits, inspections and related activities;
- Provides education to public or regulated facilities about codes or Public Health practices;
- Responsible for administration of one or more program areas in the Environmental health Program;
- Develop program goals and objectives, prepares reports on program activities;
- Advise Senior Environmental Health Specialists or Senior Public Health Engineer on program policy and priorities;
- May edit and update web pages.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Good knowledge of environmental health practices;
- Good knowledge of laws pertaining to the inspections of solid waste facilities, water supply and sewage disposal systems, food service establishments, temporary housing and other regulated facilities;
- Working knowledge of natural science and mathematics;
- Ability to prepare and make concise reports;
- Ability to explain legal provisions and environmental health practices;
- Ability to establish effective working relationships with a wide variety of people;
- Ability to plan and supervise the work of others;
- Ability to train others in environmental health inspection work;
- The employee's physical condition shall be commensurate with the demands of the position.

Originally created 12/79

Change in title from Public Health Sanitarian (P34) to Environmental Health Specialist (E68) 1.19.2022