

GILA COUNTY HUMAN RESOURCES

JOB ANNOUNCEMENT

1400 E. ASH STREET, GLOBE, AZ 85501



POSTED: MAY 29, 2013
CLOSING DATE: JUNE 17, 2013

DEPARTMENT: Health Services

POSITION: Environmental Health Specialist Sr.

LOCATION: Globe

JOB CODE: 13-056

ANNUAL SALARY: \$37,211.20-\$55,244.80 DOE

NATURE OF WORK

Perform a variety of skilled duties in the inspection and enforcement of state and local codes and regulations to protect the public and environmental health of the residents of the County.

DUTIES AND RESPONSIBILITIES:

- Inspects restaurants, hotels/motels, food stores, food manufacturing and storage facilities, food vending machines and other permitted facilities for appropriate refrigeration temperature, signs of pest infestation, cleanliness and proper food protection; reviews and instructs employees on proper hygiene and food handling/processing techniques; inspects food service operations at schools, daycare centers, mobile food vendors, and temporary food operators.
- Responds to complaints to the public regarding garbage, debris, sanitary problems, vermin and related issues; makes on-sites visits to validate the nature of the complaint; follows-up with enforcement activities as required; issues notices of violation as required.
- Ensures compliance with environmental regulations, ordinances, laws and standards.
- Inspects dwellings, mobile home parks, schools, day-care centers, organized camps, public/semi-public swimming pools, family care centers and public buildings for conformance with public health codes; issues citations as required and provides information for mitigation or improvement.
- Conducts inspections and/or responds to environmental complaints regarding homes, wells, water tankers, stores, and pet shops.
- Provides education and information to food establishment owners, operators and food workers relating to food handling processes and health codes.
- Monitors and investigates potential/actual food borne illness complaints and outbreaks.
- Identifies hazardous foods and environments; examines biological specimens.
- Issues permits for operation of food establishments, bars, cafes, food processing operations, butchers, mobile vendors, temporary booths for special events, stores, pet shops, hotels/motels, and swimming pools.
- Provides information to enforcement personnel regarding environmental standards; advises government, industrial and individual owners regarding community health and vector control.
- Conducts vector borne disease surveillance activities including mosquito trapping and monitoring for West Nile virus.
- Prepares and maintains environmental documentation, records and files; submits required reports; maintains accurate records and files related to area(s) of assignment;

WORKING ENVIRONMENT:

Work is typically performed in the field with possible exposure to variable/extreme weather conditions, rough terrain, infectious diseases, bacteria, parasites, untreated sewage, disease carrying insects, hazardous chemicals, and kitchen equipment/tools; must be able to stand/walk for extended periods, climb hills, navigate retail kitchen operations, and may be required to lift/carry up to 50 pounds. Uses standard office equipment, including a computer, in the course of the work; uses sampling and testing equipment of the profession; drives a motor vehicle in the course of the work.

EMPLOYMENT STANDARDS:

Bachelor's Degree in Environmental Health, Science, Biology or a related field and three (3) years environmental health experience; or equivalent combination of education, training and experience. Registration as a Sanitarian by the Arizona Department of Health Services; a valid Arizona Driver's License.

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KNOWLEDGE, SKILLS & ABILITIES REQUIRED:

Knowledge of: Principles and practices of public and environmental health; regulations, laws and standards governing environmental health; methods for conducting regulatory inspections; processes for investigating environmental health complaints; principles and practices of safe food production, handling, processing and storage; processes for conducting infectious disease surveillance; procedures and standards for issuing permits of operation; environmental health documentation and reporting requirements.

Ability to: Conduct environmental health inspections; identify hazardous food and environments; investigate public health nuisance complaints; educate food establishment operators and food workers regarding health codes and food handling processes; issue permits of operation; ensure compliance with health, environmental and safety regulations; conduct infectious disease surveillance; maintain environmental health documentation and reporting; communicate effectively and provide oral/written instructions.

Skills in: Performing highly skilled environmental health functions in relation to County health and sanitation.

NOTICE: APPLICANTS MAY BE REQUIRED TO FURNISH, AT THEIR OWN EXPENSE, DOCUMENTARY PROOF OF EDUCATIONS, CERTIFICATION, REGISTRATION, LICENSE OR ANY OTHER PROOF OF COMPETENCY AS REQUIRED IN THE OFFICIAL CLASSIFICATION DESCRIPTION OR ANNOUNCEMENT AND MAY BE REQUIRED TO UNDERGO PHYSICAL, PSYCHOLOGICAL AND/OR BACKGROUND INVESTIGATIONS AS A CONTINUING CONDITION OF EMPLOYMENT. FURTHER, APPLICANTS FOR POSITIONS REQUIRING OPERATION OF A COUNTY OR PERSONAL VEHICLE ON OFFICIAL BUSINESS MUST POSSESS AND MAINTAIN COUNTY OR PERSONAL VEHICLE OPERATORS LICENSE. GILA COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY, AND FAMILIAL STATUS IN EMPLOYMENT OR THE PROVISIONS OF SERVICE. AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.