



**County of San Diego**  
Department of Human Resources

INVITES APPLICATIONS FOR THE POSITION OF:

**Program Coordinator-FHD Option-  
12243701FHD**

**SALARY**

\$66,497.60 - \$91,104.00 Annually

*Serving the Citizens of San Diego with Excellence*

**OPENING DATE:** 02/14/12

**CLOSING DATE:** Continuous

**JOB SUMMARY:**

**The Department of Environmental Health is currently accepting applications from qualified applicants for the position of:**

**Program Coordinator**  
*Food and Housing Division - Food Safety Program*

This position provides administrative, analytical and management support primarily for the Food program and projects where substantive administrative, policy and/or technical issues require specialized analysis, strategic planning, stakeholder collaboration, recommendation, and implementation. Other environmental health program area involvement may include public housing, public swimming pools, and body art facilities.

**Qualified Applicants will possess:**

1. Current valid registration as a Registered Environmental Health Specialist (REHS) in the State of California; AND,
2. A bachelor's degree from an accredited U.S. college or university, or certified foreign studies equivalency, in business administration, public administration, environmental studies, civil engineering, accounting, information systems, or closely related field, with at least 30 semester units of basic biological, physical, or environmental science courses which must have included one or more laboratory courses in chemistry, physics, microbiology, biology, and one or more mathematics courses in college algebra or higher; AND,
3. Four (4) years of experience as an environmental health professional managing and supervising complex projects/programs in a recognized environmental health agency or private environmental health organization/company in hazardous materials; food safety, recreational health; or land and water quality fields. One (1) year of such experience must have been at the supervisory/management level.

**Notes:**

For information on the California Department of Public Health Registered Environmental Health Specialist (REHS) certification, please click [here](#).

Click [here](#) to review the complete job description including minimum qualifications, examples of duties, essential functions, etc. Reasonable accommodation may be made to enable an individual with qualified disabilities to perform the essential functions of a job, on a case-by-case basis.

The names of qualified applicants will be placed on a six (6) month employment list based on scores received during the evaluation of information contained in their employment and supplemental application.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<http://www.sdcounty.ca.gov>

OR

5560 Overland Ave., Suite 270

San Diego, CA 92123

An Equal Opportunity Employer

EXAM #12243701FHD  
PROGRAM COORDINATOR-FHD OPTION-12243701FHD

SD

**Program Coordinator-FHD Option-12243701FHD Supplemental Questionnaire**

- \* 1. Are you a Registered Environmental Health Specialist with the State of California? (**Note:** All positions in the Food and Housing Division require the possession of a valid certificate as a Registered Environmental Health Specialist in the State of California.) **If "Yes", a copy of the registration must be submitted with your application.**
- Yes    No
- \* 2. Do you have a bachelor's degree from a U.S. accredited college or university or certified equivalency in foreign studies with at least 30 semester units of basic biological, physical, or environmental science coursework including at least one laboratory course in any of the following fields: chemistry, physics, microbiology, biology, and a mathematics course of college algebra or higher? **\*In order for your education to be considered, please submit a copy of your unalterable transcripts and/or foreign studies equivalency report with your application.\***
- Yes    No
- \* 3. How many years of experience do you have as an environmental health professional managing and supervising complex projects/programs in a recognized public environmental health agency or private environmental health organization/company in the hazardous materials; food safety, recreational health; or land and water quality fields? **One (1) year of such experience must have been at the supervisory/management level.**
- No Experience  
 Less Than 1 Year of Experience  
 1 to 3 Years of Experience  
 4 or More Years of Experience
- \* 4. Describe your experience in Question #3 above. Please include your job title, name of employer, and length of experience including number of hours worked per week.
- \* 5. List the number and job titles of employees you have supervised as an environmental health professional.
- \* Required Question