THE COUNTY OF EL DORADO
invites applications for the position of:

Environmental Health Specialist I/II

SALARY: $23.60 - $36.66 Hourly
$4,090.67 - $6,354.40 Monthly
$49,088.00 - $76,252.80 Annually

OPENING DATE: 02/10/17

CLOSING DATE: 03/03/17 11:59 PM

Department: Community Development Agency

Location: Placerville, California

DESCRIPTION:

The County of El Dorado is conducting this recruitment to fill one (1) full time vacancy in the Community Development Agency, Environmental Management Division located in Placerville, CA. It will also establish a list which may be used for up to three months to fill future full time, part time, and extra help vacancies throughout the county.

A Training and Experience Evaluation may be utilized to determine applicant ranking and placement on the eligible list. Based upon responses to the supplemental questionnaire, the applicant's education, training and experience will be evaluated using a pre-determined formula.

DEFINITION
Under general supervision, performs professional inspection and enforcement work in a complex environmental health program.

DISTINGUISHING CHARACTERISTICS
Environment Health Specialist I is the entry-level class of this professional series. Initially under close supervision, incumbents perform the more routine health inspection and enforcement duties while learning the more skilled and complex work. As experience is gained, duties become more diversified and are performed under more general supervision. This class is alternately staffed with Environmental Health Specialist II, and incumbents may advance to the higher level after gaining experience and demonstrating proficiency which meet the qualifications for the higher level class, and after obtaining State Registration as an Environmental Health Specialist.

Environmental Health Specialist II is the journey level class in this series, registered by the State of California and fully competent to perform a wide range of health inspection and enforcement duties. This class is distinguished from Senior Environmental Health Specialist in that the latter is the specialist level which performs the most difficult, technical, complex and specialized health enforcement which require exercising a higher degree of independent judgment on diverse and generalized assignments with a greater degree of accountability and on-going decision making responsibility.

Sr. Environmental Health Specialist is the specialist level, which performs difficult, technical, complex and specialized health enforcement duties, but does not have ongoing lead responsibilities. This class may be assigned hazardous materials responsibilities and duties.

EXAMPLES OF ESSENTIAL FUNCTIONS:

- Performs inspections of water and septic systems and wells; visually inspects for conformance with applicable codes and regulations; takes water samples and interprets laboratory results; communicates lab results and explains disinfect ion requirements if necessary.
- Conducts investigations of proposed and current sewage treatment and waste disposal sites; issues permits for individual surveys and waste disposal systems; performs site checks and final inspections of such systems.
- Makes recommendations on sewage disposal and water availability requirements as related to land division projects in the County.
- Inspects restaurants, food stores, food manufacturing and storage facilities, food crops and food vending machines for compliance to applicable health codes; instructs food serving workers in the proper handling of food; investigates reported cases of food-related illness.
- Inspects residential dwellings, hotels, motels, mobile home parks, schools, organized camps and family care homes for compliance with public health laws; issues citations for violations of public health and environmental laws and regulations.
- Inspects public swimming pools for conformance with codes and regulations; takes and interprets water samples, inspects construction detail and proper use and maintenance of filters and chemicals.
- Conducts inspections and investigations related to public health communicable disease investigations.
- Responds to complaints from the public regarding debris, rubbish, and sanitary problems having to do with boarding animals; makes on-site visits to validate nature of complaint, communicates inspection results to landowner or responsible party.
- Issues permits for the installation, modification or closure of Underground Storage Tanks (USTs); ensures that state guidelines are followed; identifies areas where unauthorized releases have occurred, documents condition of site and completes reports.
- Responds to hazardous materials spills to ensure proper handling, clean-up and disposal of materials; inspects hospitals and medical facilities to assure proper disposal of infectious waste.
- Prepares comprehensive reports related to inspections, investigations and studies completed in the public health areas.
- Attendance and punctuality that is observant of scheduled hours on a regular basis.
- Performs other duties as assigned.

EDUCATION & EXPERIENCE REQUIREMENTS (TYPING "SEE RESUME" IN APPLICATION WILL NOT BE ACCEPTED):

Where college degrees and/or college course credits are required, degrees and college units must be obtained from a regionally accredited college or university. Courses from non-regionally accredited institutions will not be evaluated for this requirement.

Environmental Health Specialist I:
Education: Equivalent to graduation from a four year college or university with major coursework in environmental health, sanitation or a related biological field and a letter from the California Department of Health Services stating applicant is certifiable as an Environmental Health Specialist trainee under the provisions of Section 517(d), California Health and Safety Code.

Environmental Health Specialist II:
Education: Equivalent to graduation from a four year college or university with major coursework in environmental health, sanitation or a related biological field
-AND-
Experience: One (1) year of experience in the inspection and enforcement of public health and environmental law at a level equivalent to the County's class of Environmental Health Specialist I and must be registered as an Environmental Health Specialist by the State of California.

Sr. Environmental Health Specialist:
Experience: In addition to the above two years of experience in the investigation and enforcement of public health and environmental laws at a level equivalent to the County's class of Environmental Health Specialist II.

Other Requirements:
Must possess a valid driver's license. Must possess registration by the State of California as an Environmental Health Specialist prior to advancement to the II level. Must be available for on-call or

overtime duty. Must be able to attend night and evening meetings and work flexible hours.

Knowledge of:

- Principles and practices of environmental sanitation, including water supply, sewage and refuse disposal, housing, recreational and industrial sanitation and vector control.
- Principles and practices of sanitary food production, processing and handling.
- Principles and techniques of sampling and analysis of varied specimens.
- Local, state and federal environmental health and safety regulations and requirements.
- Techniques for dealing with a variety of individuals, often in difficult situations.

Skill in:

- Making thorough routine and special inspections and investigations.
- Analyzing and evaluating the results of sampling studies.
- Exercising sound, independent judgment within established guidelines.
- Interpreting and enforcing sanitation regulations and guidelines.
- Representing the County as an expert witness in court cases involving sanitation violations.
- Maintaining accurate records and files.
- Preparing clear, concise and accurate reports, correspondence and other written materials.
- Reviewing construction blueprints to ensure health and safety compliance.
- Identifying and recommending solutions to vector infestation problems.
- Educating the public in matters of effective sanitary measures.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.

OTHER REQUIREMENTS:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is primarily performed outdoors in all seasonal weather conditions and temperatures, occasional work in an office environment.

Physical: Primary functions require sufficient physical ability to work in an outdoor setting and operate office equipment; vision in the normal visual range with or without correction sufficient to read computer screens and printed documents and to operate equipment; hear in the normal audio range with or without correction. **Frequent** walking; wrist and arm motions and upward/downward and side-to-side flexion of neck; fine finger dexterity of both hands, ability to grasp and hold; lifting, carrying, pushing and pulling objects weighing up to 15 lbs. **Occasional** standing and sitting, **Infrequent** climbing, bending, reaching, running, jumping; lifting, carrying, pushing and pulling objects weighing more than 16 lbs.

APPLICATIONS MAY BE FILED ONLINE AT:
http://www.edcgov.us

Position #1702-03002
ENVIRONMENTAL HEALTH SPECIALIST I/II
MA

330 Fair Lane
Placerville, CA 95667
530-621-5565

edcjobs4u@edcgov.us

Environmental Health Specialist I/II Supplemental Questionnaire

* 1. To provide us with an opportunity to evaluate your background, responses to the Supplemental Questions are required in addition to your application. The information you provide will be used to determine your eligibility to continue in the selection process for this position. All work experience that is described or included in your response(s) MUST be included in the "Work Experience" section of your application. (Do not refer to a resume or other documentation.)

- ❑ I acknowledge receipt of this information

* 2. This position requires a valid driver's license. Do you possess a valid driver's license?

- ❑ Yes
- ❑ No

* 3. Are you available for on-call or overtime duty?

- ❑ Yes
- ❑ No

* 4. Are you willing and able to attend night and evening meetings and work flexible hours?

- ❑ Yes
- ❑ No

* 5. What is your highest level of education? (transcripts must be attached, Unofficial transcripts acceptable at this stage of the recruitment)

- ❑ High School or GED
- ❑ Some College
- ❑ Associate's Degree
- ❑ Bachelor's Degree
- ❑ Master's Degree
- ❑ Juris Doctorate
- ❑ PhD or MD
- ❑ None of the above

* 6. In what field did you receive your degree?

- ❑ Environmental health
- ❑ Sanitation
- ❑ Biology
- ❑ Not Applicable
- ❑ Other

* 7. How many years of experience in the inspection and enforcement of public health and environmental law at a level equivalent to the County's class of Environmental Health Specialist I do you possess?

- ❑ I have no experience in this area
- ❑ Less than one year
- ❑ One to two years
- ❑ Two to three years
- ❑ Three years or more

* 8. Do you possess a letter from the California Department of Health Services stating you are certifiable as an Environmental Health Specialist trainee under the provisions of Section 517(d), California Health and Safety Code?

❑ Yes ❑ No

* 9. Are you currently a California Registered Environmental Health Specialist with a valid registration? (Please attach a photocopy of your registration card if this applies)

- ❑ Yes
- ❑ No

* Required Question