

ENVIRONMENTAL HEALTH SPECIALIST HEALTH DEPARTMENT

General Statement of Duties:

The primary purpose of the Caldwell County Health Department is to deliver public health services in Caldwell County. The primary purpose of the Environmental Health program is to safeguard the public's health, safety and welfare by enforcing state laws, rules, regulations and local ordinances pertaining to Environmental Health and Sanitation.

The Environmental Health Specialist has primary responsibility for: Food and Lodging, On-Site Wastewater, Wells, Swimming Pools, Tattoo Establishments, Daycares and Lead Prevention. This employee provides the expertise in the assigned areas and is responsible for seeing that the areas meet all standards by the North Carolina Department of Health and Human Services and the local health director. This employee gives consultation in the program area as needed.

Public Health is a first responder agency for natural disasters (e.g. hurricanes, tornadoes, floods, winter storms), naturally occurring infectious disease outbreaks (e.g. influenza, SARS), technological hazards (hazardous materials releases, critical infrastructure disruptions), and terrorist incidents. This position, like all other positions within the Department, may be required to participate in any emergency response activities as deemed necessary by the Health Director or his/her designee. Availability during emergencies and exercises is required. Appropriate ICS courses will be completed as assigned for position.

Examples of Duties Performed:

- Observes technique and assures proper procedure is maintained by making food and lodging inspections; performs on-site evaluations and issues improvement permits when appropriate; inspects and permits swimming pools and tattoo establishments; insures proper sanitation in daycares through routine inspections; performs lead prevention investigations as needed. Reviews records as necessary.
- Works closely with county attorney on all legal matters pertaining to environmental health.
- Uses appropriate guidelines and resources as well as all state and local public health laws and county ordinances. Must be duly authorized to practice as a Registered Environmental Health Specialist and to enforce state and local sanitation laws, regulations and ordinances.
- Collaborates with other federal, state and local agencies that need the assistance of the health department in meeting their objectives. Works in cooperation with the Caldwell County Board of Health, Board of Commissioners, North Carolina Department of Health and Human Services, all county agencies and departments, the public school system, civic organizations, EPA, industry and the general public.

RECRUITMENT STANDARDS:

Knowledge, Skills and Abilities

Considerable knowledge of environmental health laws, rules and procedures. Comprehensive knowledge of the duties and responsibilities of an Environmental Health Specialist. Ability to function independently and to plan for the work of an environmental health staff member. Ability

to motivate. Good communication and public speaking skills. Good physical health and a valid NC state driver's license.

Minimum Education and Experience

Bachelor of Science degree with 30 hours of science and satisfactory completion of the North Carolina Centralized Intern Training (CIT) program. Registered Environmental Health Specialist. Fifteen hours of continuing education per year required to maintain registration status.

Necessary Special Qualifications

Registered by the North Carolina State Board of Environmental Health Specialist Examiners