

# **ENVIRONMENTAL HEALTH SUPERVISOR II**

## **HEALTH DEPARTMENT**

### **General Statement of Duties**

The primary purpose of the Environmental Health Department is to safeguard the public health, safety and welfare by enforcement of state laws, rules, regulations and local ordinances pertaining to Environmental Health and Sanitation.

The Environmental Health Supervisor II is responsible for administering the county's Environmental Health Program including the supervision, coordination and performance evaluation of six Environmental Health Specialists. This employee is responsible for seeing that the Environmental Health Program meets all standards required by the North Carolina Department of Environment and Natural Resources and the local health director. This employee gives consultation as needed and acts as backup to the staff.

### **Examples of Duties Performed**

- Conducts performance appraisals of personnel at periodic intervals. Observes technique and assures proper procedure is maintained by accompanying staff in making on-site inspections. 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 Sanitarian under provision of Chapter 90A of the General Statutes of North Carolina. Must be authorized by the Department of Environment and Natural Resources as specified by General Statute (Article I, parts 2,4,5,6 of the G.S. Chapter 130A; G.S. 130-17; G.S. 130A-23) and the local health department 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 County Board of Health, Board of Commissioners, North Carolina Department of Human Resources, Department of Environment and Natural Resources, 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 regulations. In depth knowledge of office administration and management including personnel policies, procedures, and the budget process. Comprehensive knowledge of the duties and responsibilities of a sanitarian. Ability to function independently and to plan for and supervise the work of an environmental health staff. Ability to motivate. Good communication and public speaking skills. Good physical health and a valid NC state drivers 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 with three years experience in environmental health working at the environmental health specialist level with one year in administrative management or supervisory capacity. Training in advanced soils, swimming pools, tattoo and lead prevention. Registered Sanitarian with state certification. Fifteen hours of continuing education per year required for recertification to practice as a registered sanitarian.