

UTAH COUNTY JOB DESCRIPTION

CLASS TITLE: ENVIRONMENTAL HEALTH TECHNICIAN
ENVIRONMENTAL HEALTH SCIENTIST I / II

CLASS CODE: TECHNICIAN: 3003 SCIENTIST I: 3610 SCIENTIST II: 3010

FLSA STATUS: NON-EXEMPT
SUPERVISORY STATUS: NONE

EFFECTIVE DATE: 02/10/2011 (REVISED 04/19/2006 VERSIONS)
DEPARTMENT: HEALTH

JOB SUMMARY

Conducts sanitation inspections of eating establishments, commercial facilities, and public buildings, and inspects onsite sewage disposal systems and water systems to determine compliance with ordinances and laws designed to protect the health and safety of the public. Responds to and investigates complaints related to public health. Conducts public education training related to environmental health.

CLASS CHARACTERISTICS

Environmental Health Technician: This is the training level of the series. Incumbents in this classification work under the general direction of a Bureau Director-Environmental Health and the close assistance of a licensed Environmental Health Scientist.

Environmental Health Scientist I: Incumbents in this working level perform under the general direction of a Bureau Director-Environmental Health. They independently perform much of the work.

Environmental Health Scientist II: This full-performance level requires a broad knowledge of environmental health functions and the capability to perform a wide variety of assignments. Incumbents in this classification perform work independently under the general direction of a Bureau Director-Environmental Health.

ESSENTIAL DUTIES

Environmental Health Technician:

Inspects food establishments in assigned areas using established protocol; inspects temporary food establishments and temporary mass gatherings as assigned; issues written orders and/or closes establishments for non-compliance as needed.

Collects bacteriological samples for laboratory analyses from public swimming pools in assigned geographic areas; determines pH and disinfectant levels for compliance; performs physical inspections of public pools under the direction of the Environmental Health Program Manager.

Inspects school facilities, tanning salons, body art facilities, and used oil collection sites for sanitation and health code compliance.

Receives instruction from Environmental Health Program Managers concerning plan reviews for food establishments and public pools; performs pre-opening inspections under the direction of the Program Manager.

Teaches Food Handler classes and other educational classes as assigned.

Responds to, and investigates complaints as assigned by a Bureau Director-Environmental Health.

Provides technical support to the public.

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Attends meetings and seminars to update technical knowledge relating to environmental health.

Responds to public health emergencies as required by department or division administration; carries provided pager, cellular phone, or other emergency communication devices during all work hours and at all other times when unavailable by phone at home.

Environmental Health Scientist I and II (in addition to the duties described above):

Performs physical inspections of public pools; provides ongoing consultation with owners and operators regarding public pool water chemistry and water quality.

Performs onsite evaluations to determine the suitability for onsite wastewater disposal systems; performs soil evaluations to determine United States Department of Agriculture (USDA) soil classifications; reviews and approves third party designs of onsite wastewater disposal systems.

Conducts loan clearance investigations to determine functionality of existing onsite wastewater systems and drinking water quality.

Assists Environmental Health Program Managers in performing plan reviews for food establishments and public pools; performs pre-opening inspections in coordination with the Environmental Health Program Manager.

Provides consultations on the installation of septic systems and inspects the same for correct installation, proper use of materials, and layout.

Performs Underground Storage Tank (UST) inspections including installation, closure, and leak inspections of active and inactive sites.

Collects water samples from private wells to determine compliance with drinking water standards.

Performs sanitary surveys of public drinking water systems to determine compliance with public drinking water standards; prepares and submits public water system reports and recommends improvements and repairs.

Represents the Health Department on various committees and boards

Understands, and represents the Health Department in, enforcement of environmental health rules and regulations.

KNOWLEDGE, SKILLS, AND ABILITIES

Environmental Health Technician:

Basic Knowledge of: current health codes and other laws, regulations, and guidelines related to environmental health; design and function of equipment and facilities common to environmental health.

Skill in: reading, writing, and basic math; using computer software programs; preparing accurate and complete reports; written and oral communication.

Ability to: develop and maintain cooperative working relationships with those contacted during the course of work activities; respond to agitated, angry or otherwise upset individuals in a professional manner; make decisions and solve problems under pressure; present educational courses.

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Environmental Health Scientist I (in addition to the knowledge, skills, and abilities described above):
Working Knowledge of: current health codes and other laws, regulations, and guidelines related to environmental health; design and function of equipment and facilities common to environmental health.

Environmental Health Scientist II (in addition to the knowledge, skills, and abilities described above):
Extensive Understanding and Knowledge of: current health codes and other laws, regulations, and guidelines related to environmental health; design and function of equipment and facilities common to environmental health.

PHYSICAL DEMANDS

Regularly: walks, stands, and stoops; lifts or otherwise moves objects weighing up to 30 pounds; drives a motor vehicle; works for sustained periods of time maintaining concentrated attention to detail; distinguishes between shades of color.

Occasionally: lifts or otherwise moves objects weighing up to 50 pounds; ascends or descends ladders, ramps, or rough terrain.

Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

WORKING CONDITIONS

Work is regularly performed in environmentally controlled buildings but is performed outdoors periodically and occasionally in hot, cold, or inclement weather. Work may expose incumbent to conditions such as fumes, noxious odors, dusts, mists, gases, and poor ventilation and to contagious or infectious diseases or hazardous chemicals. Work occasionally requires the use of protective devices such as masks, goggles, and gloves. Work occasionally exposes incumbent to equipment or tools and other environmental elements which have the potential to cause bodily injury. Work occasionally exposes incumbent to angry or otherwise upset individuals.

EDUCATION AND EXPERIENCE

Environmental Health Technician: a completed bachelor's degree from an accredited college or university that includes 30 semester hours in the natural sciences or a closely related field.

Environmental Health Scientist I: a completed bachelor's degree from an accredited college or university that includes 30 semester hours in the natural sciences or a closely related field and one (1) year of related experience.

Environmental Health Scientist II: (for individuals hired after 02/10/2011) a completed bachelor's degree from an accredited college or university that includes 30 semester hours in the natural sciences or a closely related field and three (3) years of experience as licensed Environmental Health Scientist.

LICENSING AND CERTIFICATION AND OTHER REQUIREMENTS

Selected applicants may be subject to a background check.

Environmental Health Technician: Applicant must possess a valid driver's license and obtain a valid State of Utah driver's license within 60 days of employment. Must obtain, and thereafter maintain, licensure through the State of Utah as an Environmental Health Scientist during the probationary period for new hires or the trial period for promoted County employees.

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Environmental Health Scientist I: Applicant must possess a valid driver's license and obtain a valid State of Utah driver's license within 60 days of employment. Must possess and maintain a minimum of one certification in an environmental health field. Must obtain, and thereafter maintain, licensure through the State of Utah as an Environmental Health Scientist during the probationary period for new hires or the trial period for County employees promoted to this classification through a competitive recruitment process. County employees being reassigned, transferred, or promoted through career ladder advancement to this classification must possess said licenses and certification upon reassignment, transfer, or career ladder advancement.

Environmental Health Scientist II: Applicant must possess and maintain a valid State of Utah driver's license and licensure through the State of Utah as an Environmental Health Scientist. Must possess and maintain a minimum of three certifications in an environmental health field.

CAREER LADDER ADVANCEMENT

For promotion through career ladder advancement from a lower classification level of this series to a higher one, there must be funding in the budget and the employee must: 1) possess the required licensure and certifications of the higher classification level, 2) meet the education and experience requirements and class characteristics of the higher classification level, 3) have written recommendation from the department head and, 4) receive approval from the Director-Office of Personnel Management.

This description lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.