Job Description

Job Title:	Environmental Public Health Specialist I	Classification:	Classified
Department:	Health	Grade:	190
Occupational Group:	Public Health	FLSA:	TBD
Status:	Full-Time	Supervisory:	No

Primary Purpose

Under general supervision; promotes individual and population public health by providing professional and technical work in a variety of settings, especially those subject to environmental public health laws and regulations includings inspecting a variety of businesses and properties, identifying health and environmental hazards, responding to environmental health disasters/emergencies, assisting in epidemiological investigations, providing community education activities, and providing technical assistance in various environmental health matters.

Essential Job Functions

Management reserves the rights to add, modify, change, or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job. Regular and consistent attendance for the assigned work schedule is essential.

1. Inspects a variety of facilities where food products are stored, processed, sold, and/or served to identify violations and ensure compliance with City, State, and Federal codes, ordinances, and regulations.
2. Investigates/supervises investigations of outbreaks of food or vector borne diseases to determine the point of origin, transmission method, and most effective means for controlling/eliminating the problem.
3. Responds to/investigates environmental pollution complaints/problems involving radon gas, asbestos, lead contamination, and air quality to determine extent and nature of the problem; recommends the most efficient, effective means of resolving the problem.
4. Responds to public health emergencies, during and after normal working hours.
5. Inspects hotels, motels, day care facilities, and other establishments to ensure compliance with applicable City, State, Federal codes, ordinances, and regulations.
6. Discusses inspection results with owners/managers; provides direction on action necessary to comply with codes, ordinances, and regulations and the consequences of non-compliance.
7. Performs and provides oversight for a variety of vector control activities including mosquito control, utilizing appropriate chemicals, and other control measures.
8. Inspects swimming pools and other recreational waters for sanitation and safety issues.
9. Inspects tattoo parlors for compliance with local and State regulations.
10. Presents training, community education seminars, workshops, and related events regarding sanitation and environmental issues/concerns; trains health/sanitation-oriented staff and informs citizens about current environmental issues/problems and the variety of means of minimizing and/or eliminating conditions that are detrimental to the health and welfare of the citizens.
11. Provides input for environmental health program policies/procedures; prepares inspection/investigation records and reports.
12. Maintains the confidentiality of files, records, reports, and data as required by law, City policy and procedure.

Other Duties

- Attends and participates effectively at departmental staff meetings.
- Performs other duties as assigned.

Minimum Qualifications

Knowledge of: Principles and practices of public health sanitation; methods and techniques for conducting inspections of food handling and lodging facilities; etiology of a variety of food and vector borne diseases; principles and practices of environmental/pollution control; City, State, and Federal codes, ordinances, and regulations regarding public health sanitation and environmental/pollution control, including hazardous materials storage and disposal; basic chemistry, physics, and bacteriology; Microsoft Office Suite.

Skill in: Establishing and maintaining effective working relationships with business owners/managers, other local, State, and Federal environmental/pollution control officials, and the public; Microsoft Office Suite.

Education: Graduation from an accredited college or university with a Bachelor's degree in Environmental Science, Environmental Health, Biology, or related discipline.

Experience: One year of experience as an Environmental Public Health Specialist or equivalent is preferred.

Licenses and Certifications: Possess and maintain a valid state issued driver's license; certification as a Pesticide Applicator, Food Protection Manager, Pool Operator/Inspector, and Environmental Health Specialist is preferred.

Physical Demands Requirements and Working Conditions

This position works in both an office classification and in the field. Must possess mobility to work in and around City buildings and facilities, to operate a motor vehicle and drive on city streets; stamina and mobility to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator and operate necessary tools and equipment. The fieldwork requires walking in areas to perform investigations, identify problems or hazards in kitchens, busy roadways, outdoor pools. The position requires one to bend, stoop, kneel and reach when completing inspections and responding to on-site events. Must be able to lift, carry, push, and pull materials and objects weighing up to 20 pounds or heavier weights with the use of proper equipment. Field work may require exposure to wet, slick, and hazardous surfaces, pesticides, exposure to loud noise, odors, and fumes.

Miscellaneous Requirements

Requires successful post-offer completion of a background investigation, physical exam, and drug test as a condition of employment with the City of Joplin. Requires ability to wear a respirator, goggles and gloves when applying commercial pesticides.

Revision Date: 11/01/2021	Type of Change: Update position
Revision details: City-wide job description revision and updates.	