

SUPERVISING PUBLIC HEALTH SANITARIAN

Job code: 3605
Location: Tioga County Public Health Department
Classification: Competitive
Salary: CSEA SG XVII
Adopted: 02/10/16-Reso. 48-16; Revised 01/20; 09/21 – Reso. 211-21

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for supervising and performing complex work in the application of the principals of physical, biological and social sciences for the detection, evaluation, control and management of those factors in the environment which influence health. The incumbent is responsible for planning, supervising and carrying out aspects of the agency's environmental health program. Work is performed under the direct supervision of the Public Health Director or his/her designee. Supervision is exercised over the work of Public Health Sanitarians and Public Health Technicians. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

In addition to performing all activities of a Public Health Sanitarian, the Supervising Public Sanitarian:

- Provides oversight of the operation of the Environmental Health Division in accordance with applicable laws, rules, and codes;
- Supervises, evaluates, and trains Public Health Sanitarians and Public Health Technicians;
- Assists in planning, implementing, and evaluating programs related to Environmental Health;
- Assists in maintaining proper utilization of services related to Environmental Health;
- Develops policies and procedures for the Environmental Health Division to meet regulatory compliance and ensure reimbursement;
- Advises Sanitarians on complaints received;
- Oversees the lead-screening program including training of staff, home visits, inspections, and related activities;
- Reviews all program areas for non-compliance and prepares necessary documentation for the Public Health Director to present at formal hearings;
- Reviews and compiles appropriate records and reports;
- May serve as consultant to local jurisdictions involving public health sanitation discussions, instructions and demonstrations.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Thorough knowledge of environmental health principles, sanitation laws, regulations and modern inspection methods; good knowledge of State and local sanitary codes, laws and regulations and other laws pertaining to the inspection of solid waste facilities, water supply, and sewage disposal systems; ability to prepare and deliver effective written and verbal reports; ability to establish effective working relationships with others; ability to train and supervise the work of Public Health Sanitarians and Public Health Technicians; ability to think independently; professional judgement; computer literate; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: As defined by Part 11 of the State Sanitary Code (10 NYCRR), Section 11.112, a Supervising Public Health Sanitarian must have two (2) years of experience as a Public Health Sanitarian **and either:**

- a. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree including thirty (30) credits hours in the natural sciences, of which not more than twelve (12) credit hours may be in the applied sciences; **or**
- b. Five (5) years full-time experience or its part-time equivalent as a Public Health Technician deemed satisfactory by the local Commissioner of Health or Public Health Director and have satisfactorily completed a public health training course approved by the New York State Health Department.

SPECIAL REQUIREMENTS:

- Appointees must satisfactorily complete all applicable training courses approved by the State Health Department within designated time frames;

2. Supervising Public Health Sanitarian

- Possession of a valid driver's license appropriate to the vehicles operated or otherwise demonstrate their ability to meet the transportation needs of the job;
- Must be available in the event of a public health emergency