

Jurisdictional Class: Competitive
EEO Category: Officials/Administrators
Revised: 08/27/2024

SUPERVISING PUBLIC HEALTH SANITARIAN

DISTINGUISHING FEATURES OF THE CLASS: This position exists in the Oneida County Department of Public Health and involves responsibility for supervising, directing, planning, and administering the work of the environmental health unit in the application of the principles of the physical, biological, and social sciences for the detection, evaluation, control, and management of those factors in the environment which influence health. Work is performed under the general supervision of the Director of Environmental Health in accordance with established policies and procedures. Supervision is exercised over Environmental Division staff. The incumbent performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Directs environmental health programs concerned with inspection of food service establishments, private water supplies, private sewage disposal, rodent control, housing, bathing beaches, swimming pools, children's camps, temporary residences, and farm labor camps to ensure compliance with New York State and local Sanitary Codes; public water supplies, realty sub-divisions, lead poisoning, healthy neighborhoods program, and other housing hygiene programs; and environmental health assessments;

Directs investigations of facility operators and prepares reports, recommendations and deficiencies;

Responsible for administering various grants in the Environmental Division; Prepares grant reports such as proposals, applications, workplans, budgets, quarterly reports, and annual reports; Ensures grant deliverables are fulfilled;

Testifies at enforcement hearings;

Serves as consultant to local jurisdictions involving discussions, instructions and demonstrations;

Oversees training and supervision of environmental staff;

Reviews inspection activities and reports for problems, deficiencies and completeness;

Conducts performance evaluations of various programs and division staff;

Develops and updates program policies & procedures;

Conducts office and field conferences concerning environmental problems and issues.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Comprehensive knowledge of environmental health principles, sanitation laws, New York State Public Health Laws, regulations, and modern inspection methods; ability to inspect for, and detect, evaluate and abate, environmental health problems and hazards; ability to develop and maintain good public relations; ability to secure the interest and cooperation of public officials, civic groups, and the general public in environmental inspection activities; ability to plan and supervise the work of staff; good professional judgment.

Continued...

MINIMUM QUALIFICATIONS: Either:

- (A) Possession of Master's Degree in biology, biochemistry, chemistry, engineering, environmental health, environmental science, environmental studies, geochemistry, geology, health science, industrial hygiene, natural science, physical science, public health, or closely related field **AND** three (3) years of environmental health experience, one (1) year of which shall have been in a supervisory capacity; **OR**
- (B) Possession of Bachelor's Degree in biology, biochemistry, chemistry, engineering, environmental health, environmental science, environmental studies, geochemistry, geology, health science, industrial hygiene, natural science, physical science, public health, or closely related field **AND** four (4) years of environmental health experience, one (1) year of which shall have been in a supervisory capacity; **OR**
- (C) Possession of Associate's Degree in biology, biochemistry, chemistry, engineering, environmental health, environmental science, environmental studies, geochemistry, geology, health science, industrial hygiene, natural science, physical science, public health, or closely related field **AND** six (6) years of environmental health experience, one (1) year of which shall have been in a supervisory capacity; **OR**
- (D) Graduation from high school or possession of a high school equivalency diploma **AND** eight (8) years of environmental health experience, one (1) year of which shall have been in a supervisory capacity.

SPECIAL REQUIREMENTS:

1. Possession of a valid New York State driver's license at time of appointment. License must remain valid throughout appointment.
2. Appointees must satisfactorily complete a public health training course approved by the New York State Department of Health within two (2) years of appointment.

NOTE: Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.

Adopted: 12/10/1985

Revised: 08/23/1996, 09/19/1996, 07/19/2001, 06/12/2006, 09/20/2018, 08/27/2024