

Job Title:	ENVIRONMENTAL HEALTH SANITARIAN TECHNICIAN I for Type II Well Program		
Reports to:	Type II Well Program Coordinator and Environmental Health Director		
Supervisory Responsibilities:	No	FLSA Status:	Non-Exempt Hourly

POSITION SUMMARY:

This is an entry level, part-time position. In this position, the employee carries out a range of professional environmental sanitarian assignments while learning the methods of the work. The employee will work under the immediate supervision of the Type II Well Program Coordinator and/or the Director of Environmental Health. The close supervision diminishes as the employee demonstrates the ability to assume responsibility.

ESSENTIAL FUNCTIONS: Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

An employee in this class may be called upon to do any or all of the following: (These examples are illustrative only and do not include all of the tasks which the employee may be expected to perform).

Will work in various areas of Van Buren and/or Cass County both indoors and outdoors in all types of structures and land conditions. However, designated duties will be assigned by the Type II Well Program Coordinator and/or Environmental Health Director.

Evaluates campgrounds, non-community water supplies, and other tasks deemed necessary by the Type II Well Program Coordinator and/or Director.

Correspond with state agencies and municipal officials and provide information concerning department programs to interested individuals and groups.

Motivate and educate owners, managers, occupants and other responsible persons to make improvements to prevent or abate health hazards or to improve safety.

Prepare detailed records and reports with assistance from the Type II Well Program Coordinator and/or Director.

Communicate effectively with fellow workers and the public. Provide testimony at enforcement hearings and or court proceedings.

Investigates complaints involving non-community wells.

Maintains records and prepares reports and correspondence relative to the work.

Carry equipment deemed necessary to perform assigned duties.

After taking action on a task, the employee may need to consult with the Type II Well Program Coordinator and/or Director or return to service area with the Program Coordinator and/or Director.

Understand the Public Health Code

Capable of obtaining knowledge in a reasonable amount of time of local, state and federal laws, regulations and standards relating to environmental health and skill in enforcing them through inspections, investigations and the evaluation of contraction plans and specifications.

Skill in gaining compliance with sanitation standards and regulations.

Ability to set priorities.

During a public health emergency this employee may be required to perform other duties as assigned.

Perform related work as required.

NON ESSENTIAL FUNCTIONS:

Knowledge of the principles, practices and techniques of environmental health or related programs and skill in applying this knowledge in conducting comprehensive rural sanitation activities.

Knowledge of environmental health terminology.

Knowledge of the principles of bacteriology and chemistry as related to public health.

Skill in working effectively with other employees, clients, officials and the general public.

Ability to communicate in a respectful manner both written and orally, in person, and through electronic means with linguistic and cultural proficiency.

Able to work with hostile individuals during the course of investigations/enforcement functions.

POSITION REQUIREMENTS:

A minimum of 5 years experience in computer data entry.

A valid Michigan driver's license.

PHYSICAL REQUIREMENTS: The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Employee will move around and stand on foot for long periods of time, in all types of field conditions (indoors and outdoors) in order to accomplish sanitation field job requirements.

While performing the duties of this job, the employee is required to stand; walk; twist; hike, sit; use hands or fingers, handle or feel objects tools or controls; reach with hands and arms; climb stairs; balance; stoop, kneel, crouch or crawl; push or pull, talk or hear; and taste or smell. The employee must occasionally lift or move up to 50 pounds. Specific vision abilities required by the job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

WORK ENVIRONMENT:

An employee in this position will work both inside in an office setting, and outside for sanitation duties.

Indoor work is normally performed in an office environment. Thermostats are kept at optimal temperature for the comfort of everyone.

May be requested to enter crawl spaces

May be subjected to offensive odors.

Able to work outdoors in all weather conditions

SPECIAL CONDITIONS OF EMPLOYMENT:

An employee in this class must provide his/her own transportation; drive on all rural roads and in all weather conditions.

I, _____ have reviewed this job description and have been informed on
Print Name who to contact with questions.

Signature

Date