



ROCK COUNTY
invites applications for the position of:

.4 Sanitarian I/II

An Equal Opportunity Employer

SALARY

Hourly
\$20.11 - \$31.09

OPENING DATE: 05/30/17

CLOSING DATE: 06/16/17 05:00 PM

POSITION SUMMARY AND JOB DUTIES:

This is a .4 part time position working 16 hours per week. The employee is expected to work 2-4 days per week with flexible starting and stopping times.

The position promotes public health by providing essential services of public health within a variety of settings, ensures compliance with a broad range of current local, state, and federal health and environmental codes, regulations and policies; provides technical assistance and information to the public regarding environmental health issues. Sanitarians will complete inspections and investigations in assigned environmental health program areas. Work is performed under the general direction of the Environmental Health Supervisor and Environmental Health Director.

Responsible for being a staff leader or team member for assigned Environmental Health Programs and assures the administration of the public health laws and regulations related to environmental health including all state and local laws and ordinances.

1. This position's primary responsibilities include:
 - Human health hazards – investigation of citizen complaints, enforcing corrective actions, and working with other code enforcement agencies to resolve issues.
 - Animal Bite Monitoring – ensuring Animal Bite Order compliance, coordinating testing of potentially rabid animals, advising citizens after animal exposure incidents, and working with law enforcement agencies and veterinarian clinics.
 - POWTS maintenance – managing the POWTS maintenance database, identifying non-compliant property owners, and responding to citizen and trade professional inquiries.
2. Perform other environmental health duties that are within the framework the Rock County Public Health Department's core functions and essential services dependent on program and staffing needs. This includes performing tasks related to licensed food facilities, lodging facilities, recreational water facilities, surface water sampling, lead poisoning prevention, POWTS regulation, and water quality laboratory analysis.
3. Maintain accurate and complete records of assigned environmental health program activities.

Assists the Environmental Health Supervisor and/or Environmental Health Director

1. Collect environmental program data.

2. Utilize program data to show environmental health outcomes and track program goals and objectives.
3. Participates in developing and writing program policies and protocols.
4. Conduct continuous quality improvement assessments on environmental health programs.
5. Conduct special projects as necessary.

Community Contacts

1. Maintains a professional and effective working relationship with the general public, public agencies, and private agencies.
2. Conducts individual, group, and community educational activities and presentations.

Perform other duties as assigned.

SUCCESS FACTORS (KSA'S):

Knowledge, Skills and Abilities (KSA's)

- Knowledge of science-based public health principals and techniques including bacteriology, chemistry, biology, epidemiology, and entomology to apply, investigate, and resolve food, water, and vector borne outbreaks, communicable diseases, or illnesses caused by toxic substances.
- Extensive knowledge of federal, state, and local public health laws, regulations, and ordinances in the field of environmental health.
- Ability to secure facts through inspection and detailed investigation and interpret the information effectively.
- Ability to exercise sound judgment and discretion in completing assigned duties and responsibilities.
- Ability to effectively communicate with business operators and the general public in a manner that is courteous, professional and supports public health objectives.
- Ability to work independently and in a team environment.
- Proficiency in relating environmental health science skills to the Core Public Health Functions and Essential Services of Public Health.
- Ability to accurately interpret and communicate public health principals and laws.
- Ability to maintain accurate records and prepare clear, concise and timely reports.
- Ability to communicate effectively both verbally and in writing.
- Bachelor's degree in environmental health or related field.
- Minimum two years work experience in a related field (preferred)
- Registered Sanitarian (required)

JOB REQUIREMENTS, EDUCATION, TRAINING & EXPERIENCE:

- Certifications and training to perform duties of environmental health programs including food standard, lead certification, radon certification, certified soil tester, or POWTS inspector are preferred but can be obtained as necessary to meet program needs.
- Working knowledge of epidemiology.
- Proficiency in the use of intermediate computer skills: email, word processing, use of spreadsheets.
- Ability to meet program specific service levels and goals after a 6-month orientation period.
- Ability to deliver targeted, culturally appropriate information to help individuals and groups understand public health promotion, disease prevention, policies, regulations, and public health codes.
- Ability to utilize appropriate methods for interacting effectively and professionally with persons of all ages and from diverse cultural, socioeconomic, educational, racial and ethnic, sexual orientations, lifestyles and physical abilities.
- Must be aligned with the mission and philosophy of the public health department.
- Valid driver's license, current certificate of vehicle insurance, and access to reliable transportation to all assigned work locations.

ESSENTIAL JOB FUNCTIONS (PHYSICAL ELEMENTS, EQUIPMENT AND WORKING CONDITIONS):

Physical elements:

Work performed in the community is sometimes subject to conditions that range from inclement weather to dangerous conditions such as snow/ice, cold, heat, noise, wetness/humidity, vibration, and poor illumination of a job site. Travel to and from field locations may subject worker to increased risk of driving hazards. Community locations may subject worker to communicable diseases, insects, and other disease vectors, toxins, hazardous materials, chemicals, and animals.

Equipment use:

Ability to use a computer and a computer keyboard, copier, personal or county vehicle

Working conditions:

In all settings, employees in this classification may occasionally need to relate to members of the public who exhibit challenging, atypical or hostile behaviors and/or communication.

Employee will need the ability to exert up to 20 lbs of force occasionally, or up to 10 pounds of force frequently or a negligible amount of force constantly to move object

Employee may need to be on their feet for extensive periods of time during inspections and may be exposed to fall or trip hazards.

(608) 757-5520
humanresources@co.rock.wi.us

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