



# Naugatuck Valley Health District

98 Bank Street Seymour, CT 06483

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Ansonia Beacon Falls Derby Naugatuck Seymour Shelton

**Public Health**  
Prevent. Promote. Protect.

## JOB POSTING

### CHIEF ENVIRONMENTAL HEALTH SPECIALIST

### COMPETITIVE SALARY \$75,000 - \$95,000

### Hours: 35/week

The nationally accredited Naugatuck Valley Health District is seeking a full-time Chief Environmental Health Officer (CEHO). This is an advanced professional public health position focused on the enforcement of sanitation laws and regulations relating to public and environmental health. The CEHO works under the direction of the Assistant Director of Environmental Health Services. Work involves responsibility for achieving and maintaining environmentally safe conditions through the enforcement of the Public Health Code and Statutes and local ordinances pertaining to environmental health.

Duties include inspections, investigations, surveying, and report preparation. This position also has the responsibility for making difficult health and safety decisions. The work requires that the employee understands the laws, rules and regulations governing the enforcement of environmental health codes for which they are responsible.

#### **REPORTS TO**

Work is performed under the supervision of the Assistant Director of Environmental Health Services.

#### **PRIMARY FUNCTION AND COMPENSATION**

This is a full-time, non-exempt, core employee. NVHD's hours of operation are Monday – Thursday 8:00AM – 4:00PM (one half-hour lunch break) and Friday 8:00AM – 1:00PM (no lunch break). You will work under the direct supervision of the Assistant Director of Environmental Health Services and help train and/or supervise employees in a lower classification. You will be responsible for the assisting with the administration of the Environmental Health Services Division. You will be expected to respond to emergency calls in the absence of the Assistant Director of Environmental Health Services. You may be expected to work after-hours for temporary food service events. This position is eligible for the benefits of a full-time employee consistent with the Personnel Policies of the Naugatuck Valley Health District.

- Full-time employees receive Health, Dental, and Life Insurance.
- Paid vacation time (starting annual accrual of 70 hours), 21 hours of personal time, an annual accrual of 2 weeks sick time, and paid holidays.
- Connecticut Municipal Employee Retirement Plan (CMERS). Employees are also eligible to participate in the Voya 457 Plan (voluntary basis).
- Tuition assistance for continuing education and training.
- Professional membership fees covered.
- Mileage reimbursement based on the IRS rate.
- District issued cell phone.
- Compensation for approved after-hours inspections.
- Workforce Development sign-on and annual longevity stipends available.\*

*\*Contingent upon the availability of the Workforce Development Grant Funds*

## **DUTIES AND RESPONSIBILITIES**

- Performs routine inspections of food service establishments, public swimming pools, licensed body care establishments, day care centers and other facilities as required by state and local codes.
- Investigates environmental complaints such as garbage and rubbish disposal, housing code violations, improper sewage disposal, rodent and insect infestation, disease vectors, mosquito control and other unsanitary environmental conditions.
- Investigates reports of children with elevated blood lead levels, provides parents and/or guardians with information on lead paint poisoning prevention, inspects or orders properties to be inspected for lead based paint and collects samples necessary to perform a risk assessment of the child's environment. Prepares orders to abate lead hazards in accordance with state statutes and regulations.
- Educates food handlers and gives advice to food service personnel on proper food sanitation techniques; promotes training programs, and investigates reports of food borne illnesses.
- Assists in the planning and presentation of public health education programs in the community.
- Performs soil tests and evaluates the suitability of building lots for the installation of individual subsurface sewage disposal systems. Reviews engineered plans for the construction of such systems and issues permits for their construction. Inspects the installation to ensure conformance with the approved plan and state code.
- Reviews and approves plans for the construction of new food service establishments or the remodeling of existing facilities. Monitors work in progress and approves the completed construction before a license is issued.
- Regulates new private water supply wells including site inspections of property, issuing permits to well drillers and reviewing water sample analysis reports.
- Responds by telephone, in person, or in writing to persons seeking information regarding health rules and regulations, specific complaints, license requirements, and other environmental health problems.
- Prepares reports of inspections and investigations. Collects samples as required.
- Trains and/or supervises employee(s) in a lower classification.
- Assists the Assistant Director for Environmental Health by tracking/monitoring program activities and making adjustments as needed.
- Responsible for the administration of the section during the absence of the Assistant Director for Environmental Health.
- Responds to emergencies and local public health occurrences of an urgent nature during and beyond the standard hours of operation.
- Performs inspections or investigations during non-business hours as needed.
- Performs related work as required.

## **KNOWLEDGE, SKILLS AND ABILITIES**

- Thorough knowledge of the modern methods, principles and practices of public health sanitation. Knowledge of inspection and investigation techniques; knowledge of the causes, impacts of, and solutions to current public health problems.
- Considerable knowledge of the sanitary sciences, including bacteriology, biology, chemistry and personal hygiene.
- Considerable knowledge of, and the ability to interpret, explain and enforce the laws, ordinances and regulations governing environmental sanitation.
- Considerable ability to communicate effectively orally and in writing.
- Considerable ability to establish and maintain effective working relationships with other city employees, superiors, associates, representatives of outside agencies, and the general public.

## **QUALIFICATIONS**

A bachelor's degree from a recognized college or university with major course work in public health or environmental health, the physical, chemical, or biological sciences, sanitary or environmental engineering. A Master's degree in one of the above listed fields of study may be substituted for at least five years of experience.

Requirements include the following:

- Certification in Food Service Inspection by the State of Connecticut
- Certification in Subsurface Sewage Inspection Phase I & II by the State of Connecticut
- Certification as a Registered Sanitarian by the State of Connecticut or possess other equivalent certification acceptable to the Director of Health
- Certification as a Lead Inspector by the State of Connecticut

Maintenance of the above certifications shall be a requirement for the employee to remain in this classification.

## **SPECIAL REQUIREMENTS**

Possession of a current CT Motor Vehicle Operator's License with access to a motor vehicle and current motor vehicle insurance coverage is required.

Testing for substance abuse, a physical examination, and a criminal background check shall be required as part of the employee procedures. Due to the responsibilities associated with this position, a credit check and/or eligibility for the agency to post a personal bond may also be required as part of the employee procedures.

## **EQUAL EMPLOYMENT OPPORTUNITY**

NVHD is an Equal Employment Opportunity (EEO) employer and does not discriminate on the basis of race, color, national origin, religion, gender, age, veteran status, political affiliation, sexual orientation, marital status, or disability (in compliance with the Americans with Disabilities Act) with respect to employment opportunities.

**TO APPLY:**

Submit a cover letter and resume to Laurie Veillette, Business Manager, Naugatuck Valley Health District, 98 Bank Street, Seymour, CT 06483 or email as an attachment to [lveillette@nvhd.org](mailto:lveillette@nvhd.org). The position will remain open until a suitable candidate is identified.

EOE/AA



*Healthy people in a healthy Naugatuck Valley*