

JOB POSTING
HEAD SANITARIAN
COMPETITIVE SALARY \$75,000 - \$88,000
Hours: 35/week

The nationally accredited Naugatuck Valley Health District is seeking a full-time Head Sanitarian. This is an advanced professional public health position focused on the enforcement of sanitation laws and regulations relating to public and environmental health. The Head Sanitarian 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.

Join our team! What NVHD provides:

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. 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*

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 include the following:

- Possession of a current Connecticut 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 may be required as part of the employee procedures.

Salary

This position has a competitive salary level commensurate with education and experience. This is a full-time position (35 hours per week) and is eligible for the benefits of a full-time employee consistent with the Personnel Policies of the Naugatuck Valley Health District.

To Apply

To apply, submit a confidential cover letter and resume to Laurie Veillette, Naugatuck Valley Health District, 98 Bank Street, Seymour, CT 06483 or email as an attachment to lveillette@nvhd.org. The position will remain open until a suitable candidate is identified.

EOE



HEAD SANITARIAN

JOB DESCRIPTION

STATEMENT OF DUTIES:

This is advanced professional public health work in the enforcement of sanitation laws and regulations relating to public and environmental health.

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 (s) he is responsible.

ACCOUNTABILITY & SUPERVISION:

Works under the direction of the Assistant Director for Environmental Health of the Naugatuck Valley Health District.

WORKING ENVIRONMENT:

Employees working in this class will be required to perform occasional lifting of equipment and materials weighing up to 20 pounds. Duties will require significant walking and /or standing, some of which may be on uneven ground. Working outdoors in inclement weather and climbing stairs may be required.

DUTIES & 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, plus ten years of experience in public or environmental health, A Master's degree in one of the above listed fields of study may be substituted for five years of experience.

Testing for substance abuse, a physical examination, and a criminal background check may be required as part of the employment procedures.

SPECIAL REQUIREMENTS:

Certification in Food Service Inspection by the State of Connecticut.

Certification in Subsurface Sewage Inspection Phase I & II by the State of Connecticut.

Must be certified 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.

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

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

Adopted by the NVHD Board of Directors on January 14, 2014 and effective July 1, 2014.