

# LEDGE LIGHT HEALTH DISTRICT

## Job Description Sanitarian II

### I. CLASSIFICATION:

This is a non-exempt, regular employee position. This may be a full or part-time position, dependant on the needs of the District. This is a mid-level, non-supervisory position.

### II. PURPOSE:

The primary responsibility of this position is the enforcement of the Connecticut Public Health Code, Connecticut General Statutes and District Food/Sanitary Code, through duties and activities assigned by the Environmental Health Team Lead(s), and diversified work involving the application of the broader aspects of established standard public health sanitary practices and departmental procedures.

### III. SUPERVISION:

Reports to the Environmental Health Team Lead(s).

### V. SPECIFIC RESPONSIBILITIES: (Examples – not a comprehensive listing)

- Inspects food service establishments required to be inspected by State or local law, ordinance or regulation.
- Investigates complaints of public health nuisances.
- Inspects public beaches and public swimming pools.
- Performs other related environmental duties including, but not limited to, on-site subsurface investigations and inspections, septic design plan review, private well regulation and quality monitoring, and other delegated responsibilities.
- Prepares reports of inspections and investigations and keeps such other such records as are needed and/or requested by the Director of Health, the Deputy Director of the Environmental Health Team Lead(s) and makes recommendations regarding public health matters.
- Prepares and presents information to the public through public speaking engagements.
- Provides courier services for environmental health activities, when necessary.
- Other duties as are required or requested.

**VI. Minimum Qualifications:**

- Bachelor's Degree with major studies in environmental health, science, or public health. A combination of education and experience may be considered in lieu of a four-year degree.
- Registered Sanitarian Certification by the State of Connecticut.
- Certification by the State of Connecticut in Food Service Inspection
- Certification by the State of Connecticut in On-Site Subsurface Sewage Disposal Systems, Phase I & II.
- Extensive knowledge of the principles and practices of public health.
- Computer skills, including Microsoft Word, PowerPoint and Excel, and email capabilities.
- Ability to relate well with all segments of the public.
- Ability to produce accurate work in a timely fashion.
- Strong communication, time management and organizational skills.
- Ability to understand and interpret the law, code and ordinances.
- Ability to adapt or modify work methods and standards to meet variations in controlling conditions in working towards assigned objectives.
- Must have a valid driver's license.

**VII. Personal Attributes:**

Ability to present ideas in an easily understood manner, to use proper judgment and tact, to work within the government structure, and to work with the staff as a team player.