

PUBLIC HEALTH SANITARIAN TRAINEE

DISTINGUISHING FEATURES OF THE CLASS: This is on-the job training to acquire the professional experience, knowledge and certifications necessary to competently fulfill the full professional environmental health responsibilities of Public Health Sanitarian. Public Health Sanitarian work involves all non-engineering aspects of environmental control, including but not limited to investigation and inspection. Trainees receive instruction and experience with applying principles of physical, biological and social sciences for the detection, evaluation, control and management of those environmental factors which influence human health. Trainees will be assisted and closely supervised in planning and implementation of multiple environmental health programs. Trainees are typically assigned less complex facilities, complaints, cases, and investigations than full Public Health Sanitarians, with gradual increase in workload, complexity of duties, and independence as experience is gained. Work is performed under close supervision of a higher level Sanitarian. Supervision of lower level staff is not a requirement. Upon completion of the two (2) year traineeship, and meeting all special requirements as stated in this job specification, incumbents may be advanced to Public Health Sanitarian without further examination. Performs related work as required.

TYPICAL ACTIVITIES:

Performs entry-level, professional environmental health work under close and continuing supervision while undergoing on-the-job-training;
Learns policies, procedures, techniques and/or practices appropriate to the work of the primary job;
Performs inspections and investigations of food service establishments, mobile food services, children's camps, swimming pools, bathing beaches, tanning salons, temporary residences, body modification/tattoo parlors, campgrounds, public water supplies, and day cares to ensure compliance with applicable codes, laws, and regulations;
Performs investigations of suspected rabies cases, animal bites/exposures to prevent infection and spread of rabies;
Collects and prepares specimens for laboratory testing;
Conducts compliance checks of facilities for tobacco, in accordance with the Adolescent Tobacco Use Prevention Act (ATUPA);
Performs investigations and collects samples with relation to insect borne disease including but not limited to Lyme's disease, West Nile, and Zika;
Responds to complaints and conducts investigations regarding sewage, septic systems, air quality, hazardous materials, and oil spills;
Prepares reports of investigation and inspection findings;
Enters data into the New York State Department of Health (NYSDOH) online Environmental Health Inspections and Permitting System (eHips) and United States Environmental Protection Agency (EPA)'s Safe Drinking Water Information System (SDWIS) as required;
Processes permit applications and maintains records and files for regulated facilities;
Receives and responds to complaints, and maintains records and files of complaints/resolutions;
Reviews and approves non-engineering plans for permitted facilities including but not limited to restaurants and children's camps;

Interprets laboratory reports and bacteriological analysis;
Undertakes certification process for New York State Food Service Inspection Officer I (FSIO 1);
May undertake certification process for other areas such as lead risk assessment and/or commercial pesticide application;
May perform or assist with lead investigations and service requests;
May apply pesticides to prevent insect borne disease including but not limited to Lyme's disease, West Nile, and Zika;
May prepare for and testify at enforcement proceedings;
Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of environmental health practices; good knowledge of laws pertaining to the inspection of solid waste facilities, water supply and sewage disposal systems, food service establishments, temporary housing and other regulated facilities; working knowledge of the natural sciences; working knowledge of mathematics; ability to prepare and make concise reports; ability to explain legal provisions and environmental health practices; ability to establish effective working relationships with a wide variety of people; courtesy; tact.

MINIMUM QUALIFICATIONS*:

Bachelor's degree with thirty (30) credit hours in natural sciences, of which no more than twelve (12) credit hours may be in applied sciences.

*Per New York Codes, Rules and Regulations (NYCRR), Title 10, Part 11, §11.111.

PLEASE NOTE: Education beyond the secondary level must be from an institution accredited or recognized by the Board of Regents of the New York State Department of Education as a post-secondary, degree-granting institution.

SPECIAL REQUIREMENTS:

1. Incumbents must complete a public health training course approved by the NYSDOH within the two (2) year traineeship, unless completed prior to appointment.
2. Incumbents must complete the certification process for, and be certified as, a New York State Food Service Inspection Officer I (FSIO 1) within the two (2) year traineeship, unless completed prior to appointment.
3. Competence to independently perform inspections and investigations must be proven in order for a Trainee to be appointed as Public Health Sanitarian.
4. Possession of a valid license to operate a motor vehicle in the State of New York at time of appointment.