

BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT

Job Description

TITLE: ENVIRONMENTAL SANITARIAN I

Nature of Work

Under the supervision of an Environmental Health County Supervisor or higher level sanitarian, evaluates through field investigations and review of related plans and drawings, seeks improvement of various environmental health conditions which could adversely affect the public health of the community. Reviews and interprets various state and local codes and ordinances and applies them in a fair and equitable manner to determine variables in existing conditions. Work involves limited judgements and requires considerable written and oral communication skill in dealing with the public. Considerable skill in the ability to work well with other employees and the general public in a cooperative and positive manner is required. Employees may be privy to sensitive issues and confidential information requiring discretion on the employees part.

Examples of Work

1. Inspects and evaluates premises and establishments having public health significance, such as food service establishments, food vending machines, schools, public swimming pools, bathing beaches, hospitals, nursing homes, dwellings, work places, child care facilities, camps, mobile home parks, waste disposal facilities, private and public water supplies and sites of alleged public health nuisances.
2. Seeks to motivate owners, managers, occupants and other responsible persons to make improvements or corrections needed to prevent or abate hazards or to improve safety.
3. Evaluates ground and soil conditions of vacant land in cases of proposed building sites to determine appropriateness of construction on available land. Prepares and issues written report of evaluation and findings.
4. Issues and enforces notices to comply with state and local laws, ordinances and regulations.
5. Prepares correspondence and reports pertaining to their activities, and performs related duties as assigned.
6. Evaluates sub-surface soil conditions prior to and during issuance of permits for private sewage disposal facilities, investigates causes of failures of existing systems and prescribes corrective measures.
7. Performs other related duties in a training capacity, as assigned.
8. Performs other duties as workloads, temporary absences, or emergencies dictate.

“The above statements are intended to describe the general nature and level of work being performed by people assigned this classification. They are not to be construed as an exhaustive list of all job duties performed by personnel so classified.”

TITLE: ENVIRONMENTAL SANITARIAN I

Employment Qualifications

Education: Possession of a Bachelor's degree in environmental health, science, engineering or related field.

Experience: This is an entry level position, no specific prior experience is required.

Necessary

Special

Requirements: Possession of a valid Michigan Vehicle Operator's License.

“The qualifications listed above are guidelines. Other combinations of education and experience which could provide the necessary knowledge, skills and abilities to perform the job should be considered.”

*“For purposes of Employment Standards, this classification is “**Exempt**” from the overtime provisions of the Fair Labor Standards Act.”*

FSS 9/95