



Public Health
Prevent. Promote. Protect.

NORTH CENTRAL PUBLIC HEALTH DISTRICT

“Caring For Our Communities”

Environmental Health Specialist and Environmental Health Specialist Trainee

North Central Public Health District (NCPHD) is currently hiring for both the Environmental Health Specialist and Environmental Health Specialist Trainee positions.

Environmental Health Specialist (EHS)

Under the supervision of the Environmental Health Specialist Supervisor, the EHS will be independently responsible for soil evaluations, site assessments, inspections, permitting, and compliance assurance for onsite wastewater disposal systems as well as statutory responsibilities for regulating Wasco and Sherman County public drinking water systems. The EHS is also responsible for inspecting temporary and permanent food service establishments, swimming pools and lodging facilities as well as performing other contract inspections and coordinating with state agencies when applicable.

The EHS will hold a minimum of a Bachelor’s degree with major coursework in Environmental Science, Environmental Health, Chemistry, Biology, or related science based curriculum and be currently registered as an Environmental Health Specialist in the State of Oregon.

Salary range for this position is \$5,126.70 to \$6,689.20 per month.

Environmental Health Specialist Trainee (EHS Trainee)

EHS Trainees are eligible for a Trainee License as determined by the Environmental Health Registration Board. With coursework meeting the above requirements, but not having obtained the registration, trainees can enter a one to two year program to complete their licensing and registration.

During the trainee process, EHS Trainee will be under close supervision to become versed in practices to complete the duties of an Environmental Health Specialist. Efforts to obtain the proper number of training hours and success in passing the applicable state tests will be supported by NCPHD for the one to two year period trainees are enrolled in the trainee program.

Salary range for this position is \$4,644.66 to \$6,060.23 per month.

For more information regarding the state licensing and registration process please follow this link: <https://www.oregon.gov/oha/ph/hlo/pages/board-environmental-health-license.aspx>



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POSITION ANNOUNCEMENT &
JOB DESCRIPTION
For

Environmental Health Specialist II

Please send a resume and letter of interest to:

North Central Public Health District
Attention: Operations Manager
419 E. 7th Street, The Dalles, OR 97058

OR

By email to:
kates@ncphd.org

Application Deadline: May 31, 2024



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Job Description: Environmental Health Specialist II

Our Vision

We lead and inspire our community in the creation of an equitable, safe, and healthy environment.

Mission Statement

Prevent, Promote, and Protect for a thriving community.

Values

As NCPHD staff we commit to guiding our decisions, behaviors, and relationships by these values:

- H** – Healthy people and communities / Holistic approach
- E** – Equity and social justice / Evidenced based
- A** – Accountability and quality / Advocate, inform, educate
- L** – Leadership and innovation / Leading the way in public health initiatives
- T** – Trust and transparency / Trust through interactions with one another
- H** – Humility and respect / Health and well-being of all people

Job Title: Environmental Health Specialist
Reports To: Environmental Health Supervisor
FLSA Classification: Non-Exempt

Department: North Central Public Health District
Salary Grade: 14 (\$5,126-\$6,689 monthly)
Revision Date: August 31, 2023

Summary:

Perform professional level environmental compliance work in conducting plan reviews, surveys, inspections, and investigations related to the administration of various environmental regulations including but not limited to on-site sewage, public drinking water systems, food, pool, and lodging facilities.

Essential Functions:

- Performs soil evaluations, site assessments, inspections, permitting, and compliance assurance for onsite wastewater disposal systems; provides technical assistance to applicants, consultants, contractors and others regarding the onsite wastewater disposal systems.
- Conducts plan reviews, inspections, and investigations related to permanent and temporary food service establishments, public pools and spas, recreational areas, and tourist and travel accommodations to ensure compliance with state laws and regulations.
- Performs inspections with schools, child care centers, and institutions with state licensing requirements; makes recommendations to appropriate state agencies.
- Completes surveys of public drinking water systems; provides technical assistance to water systems to ensure compliance with all federal and state regulations; assists operators in responding to alerts and resolving violations; complete any required investigations and submit documentation to State Drinking Water Services.
- Educates and communicates environmental health concepts to the community.
- Maintains records of inspections and other activities; writes reports and makes recommendations.
- Attends conferences and training seminars as required to obtain new information concerning rules, regulations, and operating procedures.
- Investigates cases of foodborne illness, waterborne illness and other non-communicable and communicable diseases; collects and submits laboratory examination samples including animals to be tested for the presence of

rabies, provide information on diseases and vectors to the public; work with other governmental agencies in conducting epidemiological or environmental investigations.

- Responds to inquiries, concerns, and complaints from the general public and provides information and educations and/or coordinates with other appropriate outside agencies.
- Actively participates in emergency public health preparedness plans, drills, and exercises.
- Responds to a public health emergency as needed.
- Performs other related work as required.

Qualifications:

- Minimum of a Bachelor's degree with major course work in Environmental Science, Environmental Health, Chemistry, Biology, or related science based curriculum. Experience and education in soil science, desired.
- Must have a valid Driver's License.
- Must be or meet standards of Environmental Health Specialist Trainee as outlined by ORS 700.035.
- Knowledge of county, state, and federal laws, regulations and ordinances governing environmental health and safety programs, including Oregon Health Authority, Food, Pool, and Lodging, and Oregon Department of Environmental Quality statutes, regulations and standards.

Knowledge, Skills, and Abilities:

- Well-developed human relations skills to communicate technical concepts to others; utilize problem identification and resolution techniques; and work with people from a diverse racial, ethnic, cultural, socioeconomic and language backgrounds.
- Effective verbal and written communication skills. Must be able to adapt communication style to suit different audiences and various types of content including statistical data, technical information, reports, education material, and internal communications.
- Must be able to work independently and effectively in a team.
- Uses initiative and judgment in completing tasks and responsibilities and manages time effectively.
- Work is primarily performed in a field setting which may require protective equipment to protect against potential environmental hazards or involve working in uncomfortable conditions for extended periods of time.
- Demonstrates and supports a culture of diversity, equity and inclusion.
- Must be able to work a flexible workweek including weekends.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Veteran's Preference:

If you are requesting Veteran's Preference, you must complete the Veteran's Preference Form and attach a copy of your DD214/DD215. If you are a disabled veteran, you must also include a copy of your Veteran's Administration benefit summary/award letter along with your application.

Equal Employment Opportunity Employer:

North Central Public Health District is an Equal Employment Opportunity Employer and does not discriminate against any employee or applicant for employment based on race, color, religion, national origin, age, gender, sex, ancestry, citizenship status, mental or physical disability, genetic information, sexual orientation, veteran status, or military status.