

ASSISTANT COMMISSIONER OF HEALTH (PUBLIC HEALTH PROTECTION)

DISTINGUISHING FEATURES OF THE CLASS: Under general direction of the Deputy Commissioner of Environmental Health Services, an incumbent in this class directs the environmental health operations of the Department of Health. Responsibilities include planning, developing, supervising, executing and administering the environmental health programs which include engineering services, rabies prevention, animal disease control, food and general sanitation programs, which are primarily concerned with implementation of the County and State Sanitary Codes and the New York State Public Health Law through enforcement and education. Supervision is exercised over a number of engineering, public health sanitarian, and clerical personnel. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Develops the County Sanitary Code and counsels with municipalities in the development of local codes;

Directs the County's Spill Prevention program and the Petroleum Bulk Storage program;

Establishes and oversees reporting and recording of Radiological Health;

Directs public health program activities in indoor air pollution and laws regulating tobacco usage;

Directs the administration of legal enforcement including administrative hearings and Commissioner's Orders;

Counsels with municipalities on problems of lead poisoning, asbestos control and environmental health;

Directs program of inspection of all food service operations in Health District;

Directs the rabies prevention program involving inspection and quarantine of suspected rabid animals;

Establishes and oversees reporting and recording procedures;

Directs educational programs such as food handler education and training in operations of water and sewage plants;

Directs studies of special environmental health problems such as water and air quality, radiation, rodent infestations, etc.

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform other incidental tasks, as needed.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the principles, techniques, practices and administration of public health and environmental health programs as related to air pollution, radiological health, water supplies, sanitary control of foods; sanitary control of restaurants and public eating places; smoke abatement; sanitary control of camps, hotels, lodging houses, boarding houses, swimming pools, bathing beaches, schools and other places, insect and rodent control, housing, public health nuisances and general sanitation; thorough knowledge of provisions of public health law, Sanitary Code and County Sanitary Code related to the above subjects; ability to plan, develop, direct and administer public health engineering and Environmental Health programs and to project and integrate these into the departmental program; ability to prepare technical reports and correspondence; ability to deal with public and other officials; ability to develop and maintain good public relations; ability to read, write, speak, understand, and communicate in English sufficiently to perform the essential duties of the position; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; sound professional judgment; and physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: A Bachelor's Degree* with 30 credit hours in the natural sciences and a Master's Degree* in Public Health or Public Administration and seven years of appropriate public health sanitarian experience (pre or post- Master's Degree), four years of which must be in a supervisory capacity.

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