

ENVIRONMENTAL HEALTH TECHNICIAN II

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision incumbents perform para-professional environmental health inspection work. Responsibility includes overseeing the details of and for carrying out the more difficult phases of environmental health inspection activities. The work involves coordinating the gathering of information for use by public health engineers and public health sanitarians in determining compliance with State and County Sanitary Code and Environmental Conservation Law and Regulation requirements. The work of this level differs from the Grade I level in that the Environmental Health Technician II performs more difficult phases of environmental health inspection. Supervision is not a responsibility of this position; however, incumbents may function in a lead capacity. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Arranges inspection schedules and assigns work to subordinate environmental health technicians and environmental health aides;

Supervises the maintenance of detailed records and the preparation of reports of inspections;

Carries out inspection policies and priorities outlined generally by superior;

Participates in complex inspections;

Handles office and field conferences, correspondence, and inspection work on environmental health programs;

Assists in training of inspection personnel;

Testifies at enforcement proceedings;

May use 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 accepted principles and practices relating to environmental health and inspection; good knowledge of acceptable compliance with the State and County Sanitary Code and Environmental Conservation Law and Regulation; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; ability to establish and maintain cooperative relationships with the public; ability to train subordinates in accepted environmental health inspection techniques; ability to use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; good observation; mental alertness; firmness; tact and courtesy; good judgment; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Graduation from high school or possession of an equivalency diploma and possession of an Associates Degree*, with a minimum of 12 credit hours in the physical and/or biological sciences and two years of experience as a public health technician.

SUBSTITUTION: Sixty college* credits, including 12 credit hours in the physical and/or biological sciences, may be substituted for the Associates Degree.* There is no substitution for the required experience.

SPECIAL REQUIREMENT: Possession of a valid license to operate a motor vehicle in the State of New York at time of appointment.

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

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.