

PRINCIPAL ENGINEER (PUBLIC HEALTH)

DISTINGUISHING FEATURES OF THE CLASS: Under the general supervision of the Assistant Commissioner of Health, the incumbent is responsible for the overall administration, direction and supervision of the Bureau of Environmental Quality including assignment, review and approval of professional and paraprofessional staff work. The public health engineer shall apply engineering principles for the detection, evaluation, control and management of those factors in the environment which influences public health. The incumbent is responsible for protecting the environment of Westchester County by monitoring the quality of air and water as well as by controlling their pollution. The incumbent coordinates the development of the Bureau's annual budget and monitors and maintains expenditures. The incumbent is responsible for the administrative supervision and oversight of several units, in contrast to the lower level Associate Engineer with responsibility for the first line supervision of a unit. Supervision is exercised over professional, paraprofessional and clerical staff. Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Directs, plans and allocates resources and staff toward meeting Department goals and commitments to the State Health Department and the Department of Environmental Conservation;

Represents the bureau in enforcement actions and administrative hearings and develops code and policy revisions as indicated;

Monitor the public sector, regulated industrial and commercial sectors, and governmental and quasi-governmental bodies which interface with the Bureau in order to assess the effectiveness of the Bureau's programs and objectives;

Assists with the development of policies and guidelines to facilitate compliance by the various sectors with regulations of the Westchester County Sanitary Code, State Sanitary Code and Public Health Law;

Promotes Departmental training and development by taking advantage of educational offerings and by varying assignments according to ability and potential;

Revises and maintains the Westchester County Sanitary Code and coordinates the review and comment process for code modification and amendment to ensure consistency with state sanitary code and public health law;

Reviews and evaluates program activities to ensure effectiveness and assess progress towards program objectives;

Confers with Departmental, municipal and other officials regarding program activities, joint efforts, environmental concerns, and progress and recommends changes and modifications;

Directs and supervises line managers in connection with environmental quality programs;

Coordinates the development of the Bureau's annual budget and monitors expenditures;

EXAMPLES OF WORK: (Continued)

Oversees the materials management function for the Bureau, ensuring adequate acquisition, distribution and storage of supplies, materials, and equipment;

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

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of principles and practices of environmental health engineering; thorough knowledge of principles and practices of administration, budgeting, supervision and public relations; ability to use computer applications such as spreadsheets, word processing, e-mail and database software; ability to lay out and supervise the work of professional and support staff; ability to communicate effectively both orally and in writing; initiative; resourcefulness; tact; sound professional judgment; integrity; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: A Master's Degree* in Sanitary, Environmental, Chemical or Civil Engineering, possession of a valid license and current registration to practice as a Professional Engineer issued by the State of New York and eight (8) years experience in sanitary or public health engineering, four (4) years of which must have included program administration.

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

*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.