



## EMPLOYMENT OPPORTUNITY

# DIRECTOR OF ENVIRONMENTAL HEALTH

### SALARY AND BENEFITS

\$32.39-\$39.13 per hour plus benefits package

### FILING DEADLINE

Open Until Filled.

### DUTIES AND RESPONSIBILITIES

*The Director of Environmental Health plans, organizes, directs, and coordinates the activities and programs of the Environment Health Department. This is an at-will position. The major duties of the position include:*

- Performs the most complex sanitary inspections and investigations in the enforcement of Federal, State, County, and local Environmental Health, safety, and hazardous materials laws, rules, regulations, and standards.
- Serves as the specialist in all areas of Environmental Health investigations and enforcement such as hazardous materials regulation.
- Provides supervision over assigned Department staff.
- Performs complex environmental analysis, research, surveys, investigations, and studies.
- Writes final reports, prepares regulatory and compliance documents; prepares complex correspondence and answers difficult questions from the public.
- Provides consultative advice to various government entities and agencies as necessary.
- Determines policy, manages personnel and budgets, develops programs and formulates operational objectives and is responsible to manage and direct a variety of County programs.
- Makes recommendations for hiring and promotions; writes performance evaluations; conducts staff training; initiates corrective and disciplinary actions; and investigates grievances/complaints.
- Performs program specialist duties in all Environmental Health Services program areas which may include: food and consumer protection, sewage disposal and liquid waste management, housing and institutions, land use, recreational health, water supply protection, solid waste management, public nuisances, hazardous materials management, underground storage tanks, vector and rabies control.
- Establish and maintain liaison with representatives of State, Federal, and local agencies and commissions.
- Reviews plans for new subdivisions and recommends suitable water and sewage installations.
- Initiates legal actions for non-compliance, or schedules administrative hearings.

## **MINIMUM QUALIFICATIONS**

### **Education and Experience:**

To qualify for this classification, an individual must possess any combination of experience and education that would likely produce the required knowledge and abilities. A desirable combination is:

***Experience:*** A total of three (3) years or more of experience in an environmental health agency is required. Possession of a Master's Degree in Public Health, Health Science, Public Administration, or a related field may be substituted for one year of the required service. Two (2) years of experience performing a variety of Environmental Health investigations and inspections equivalent to Environmental Health Specialist II with Lassen County and one (1) year of experience equivalent to that gained as an Environmental Health Specialist III with Lassen County.

***Education:*** Bachelor's Degree or advanced degree with a major in biological, chemical, physical, or environmental science, or a closely related scientific discipline is required. Admission to a master or doctoral degree program in biological, chemical, physical, or environmental science, or a closely related scientific discipline shall be considered to meet these educational requirements.

***Licenses and Certifications:*** Possession of a valid Environmental Health Specialist registration issued by the State of California Department of Public Health. Possession of, or ability to obtain, a valid California driver's license.

### **Physical Demands**

The physical demands and work environment described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee frequently is required to sit. The employee is often required to travel and make outside visits – occasionally on uneven surfaces with potential access barriers; to use hands to finger, handle or feel; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision and hearing abilities required by this job include hearing and vision adequate to observe human interaction, and vision to input and access information from a computer system.

Work is performed in an office environment as well as in the field. The employee takes precautions in accordance with industry standards to avoid contact with sewage, contaminated water, hazardous materials, and physical hazards. Understand that there will be contact with members of the public or businesses who may be argumentative. The noise level in the work environment is usually quiet, but can require hearing protection in the field.



## SELECTION PROCESS

Application materials will be reviewed, and the best-qualified applicants will be invited to Susanville to participate in interviews.

## HOW TO APPLY

An application may be obtained from the Personnel Office listed below or by visiting our web site at: [www.co.lassen.ca.us](http://www.co.lassen.ca.us). It is your responsibility to provide specific, accurate, and complete information describing how you meet the minimum qualifications. Qualified applicants are invited to submit an official Lassen County application to:

Lassen County Personnel Department  
221 South Roop Street Ste. 3  
Susanville, California 96130

 (530) 251 -8320 

Updated October 1, 2020

### GENERAL INFORMATION

Lassen County is an equal opportunity employer hiring employment eligible applicants.

Disabled applicants who require special testing arrangements should contact the Personnel Department prior to the filing deadline.

In accordance with the Immigration Reform and Control Act, applicants must provide acceptable proof of identity or authorization to work in the United States.

A thorough background investigation will be conducted post-conditional-offer of employment. The investigation may include reference checks, fingerprinting, credit check, driver history and inquiry to local, state and federal files to obtain criminal history information.

All applicants who meet the minimum qualifications are *not* guaranteed advancement through any subsequent phase of the selection process.

Selection processes may include, but are not limited to, one or more of the following: application review, competitive screening, written examination, performance examination, and/or oral examination.

This bulletin is solely for the purpose of announcing a job opening. It does not constitute a contract, expressed or implied, and any provisions contained herein may be modified or revised without notice.