

## **SUPERVISING PUBLIC HEALTH SANITARIAN**

**Job code:** 3605  
**Location:** Tioga County Public Health Department  
**Classification:** Competitive  
**Salary:** CSEA SG XII  
**Adopted:** 02/10/16-Reso. 48-16; Revised 01/20;

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for ensuring the consistent, effective, and efficient delivery of environmental health services in Tioga County. Work is performed in compliance with Public Health Law, New York State Sanitary Code, and Tioga County Local Laws. The incumbent provides training to and exercises supervision over Public Health Sanitarians and Public Health Technicians. The incumbent receives direct supervision from the Public Health Director with leeway allowed for independent judgment. Does related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative Only)

In addition to performing all activities of a Public Health Sanitarian, the Supervising Public Sanitarian:

- Provides oversight of the operation of the Environmental Health Division in accordance with applicable laws, rules, and codes;
- Supervises, evaluates, and trains Public Health Sanitarians and Public Health Technicians;
- Assists in planning, implementing, and evaluating programs related to Environmental Health;
- Assists in maintaining proper utilization of services related to Environmental Health;
- Develops policies and procedures for the Environmental Health Division to meet regulatory compliance and ensure reimbursement;
- Reviews all program areas for non-compliance and prepares necessary documentation for the Public Health Director to present at formal hearings;
- Reviews and compiles appropriate records and reports.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Thorough knowledge of environmental health principles, sanitation laws, regulations and modern inspection methods; good knowledge of State and local sanitary codes, laws and regulations and other laws pertaining to the inspection of solid waste facilities, water supply, and sewage disposal systems; ability to prepare and deliver effective written and verbal reports; ability to establish effective working relationships with others; ability to train and supervise the work of Public Health Sanitarians and Public Health Technicians; ability to think independently; professional judgement; computer literate; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** As defined by Part 11 of the State Sanitary Code (10 NYCRR), Section 11.112, a Supervising Public Health Sanitarian must have two (2) years of experience as a Public Health Sanitarian **and either:**

- a. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree including thirty (30) credits hours in the natural sciences, of which not more than twelve (12) credit hours may be in the applied sciences; **or**
- b. Five (5) years full-time experience or its part-time equivalent as a Public Health Technician deemed satisfactory by the local Commissioner of Health or Public Health Director and have satisfactorily completed a public health training course approved by the New York State Health Department.

### **SPECIAL REQUIREMENTS:**

Appointees must satisfactorily complete all applicable training courses approved by the State Health Department within designated time frames.

Possession of a valid New York State driver's license appropriate to the vehicles operated or otherwise demonstrate their ability to meet the transportation needs of the job.