

## ENVIRONMENTAL HEALTH DIRECTOR

DISTINGUISHING FEATURES OF THE CLASS: The work involves planning, directing, and administering environmental health programs in Cattaraugus County. An incumbent directs a staff which applies the principles of engineering and the physical, biological and social sciences for the detection, evaluation, control, and management of those factors in the environment which influence man's health. The work is performed under the general direction of a Commissioner of Health or Public Health Director. Supervision is exercised over a staff of sanitarians, technicians, and clerical employees. An Environmental Health Director does related work as required.

### TYPICAL WORK ACTIVITIES:

- Directs compliance with and enforcement of the Public Health Law and State Sanitary Code relating to public and private water supplies, private sewage disposal systems, public food service establishments, children's camps, trailer parks, smoking prohibitions, public health nuisances, and related matters;
- Directs insect, rabies, and vermin control programs or activities;
- Directs investigations regarding actual or potential outbreaks of disease;
- Analyzes bulletins, regulations, and informational material in order to interpret and implement environmental health policies;
- Maintains working relationships with state and federal agencies involved with public health concerns;
- Speaks to news media, government, and business officials and before civic groups and community organizations regarding division functions, activities, and in order to promote environmental concerns;
- Keeps abreast of new developments in environmental science and engineering in order to initiate and execute necessary changes and adaptations;
- Evaluates and provides training for subordinate staff;
- Investigates studies, analyzes and evaluates a variety of environmental problems in order to apply engineering knowledge to develop solutions;
- Responds to environmental emergencies such as toxic spills or floods and organizes staff to cope with indicated needs;
- Prepares engineering plans, technical reports, and studies as required by local officials or the State Department of Health.

### FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL

CHARACTERISTICS: Thorough knowledge of the principles, practices, and techniques of public health engineering and environmental sanitation; ability to readily acquire a good knowledge of the public health law, regulations, and policies; ability to plan, develop, direct and administer environmental health programs and projects; skill in organizing and consolidating narrative and tabular information into clear, logical plans and reports; skill in communicating effectively both orally and in writing; skill in human and public relations; good judgement; resourcefulness; dependability; physical condition commensurate with the demands of the position.

## MINIMUM QUALIFICATIONS:

(A) Possession of a Bachelor's degree in sanitary, environmental, chemical, civil or public health engineering or a related engineering field; or a bachelor's degree with thirty (30) credit hours in the natural sciences, of which not more than twelve (12) credit hours may be in the applied sciences; and

(B) Two years of administrative and supervisory experience as a supervising engineer or supervising sanitarian as defined in this Part; or five years of environmental health experience, including two years of supervisory responsibility that demonstrates that the candidate has the technical and administrative skills necessary to manage programs that can anticipate, recognize and respond to environmental health challenges. A master's degree in public or environmental health or a related field that demonstrates the five core competencies of a public health education (Biostatistics, Environmental Health Services, Epidemiology, Health Policy and Management and Social and Behavior Sciences) may be substituted for up to two (2) years of the required environmental health experience.

NOTE: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the New York State Civil Service website. You must pay the required evaluation fee.

Minimum Qualifications are as defined in the NYS Department of Health State Sanitary Code, Qualifications of Public Health Personnel, 10 CRR-NY 11.91.

**SPECIAL REQUIREMENT:** Possession of a New York Professional Engineer's License at time of examination.

## CATTARAUGUS COUNTY CIVIL SERVICE

Revised: 3/21/23