

ORANGE COUNTY CLASS SPECIFICATION

TITLE: PRINCIPAL PUBLIC HEALTH SANITARIAN **GRADE:** 17

TITLE ABBREVIATION: PRIN PUB HTH SAN **TITLE NO:** 6508

JURIS.CL: C **SALARY CODE:** 01 **UNIT:** **EEO CODE:** PR **FLSA CODE:** AD

DEPARTMENT: PUBLIC HEALTH **DIVISION:** ENVIRONMENTAL HEALTH

SUPERVISOR'S TITLE: DIRECTOR OF ENVIRONMENTAL HEALTH SERVICES

DISTINGUISHING FEATURES OF THE CLASS: This is specialized, professional work involving responsibility for planning, evaluating and providing general supervision of environmental health programs within the Bureau of Sanitary Control in the enforcement of state and county sanitary codes. The work includes supervising an inspection program for facilities required to conform with State and County sanitary codes, developing and implementing training programs for facility operators and departmental staff as well as the preparation of brochures and other handout materials for use by program facilities and the general public. The work is performed under the general direction of the Director of Environmental Health Services. Supervision is exercised over a staff of senior public health sanitarians, public health sanitarians, and health technicians. Incumbent may be required to work evenings and/or weekends. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Directs the Bureau of Sanitary Control of the Division of Environmental Health and supervises the overall work performance of the staff;
2. Directs long-range planning and evaluation of all programs in the Bureau of Sanitary Control;
3. Directs environmental health phases of epidemiological investigations relating to foodborne diseases and program related accidental injuries and deaths, creates state reports and makes recommendations as the result of investigations;
4. Develops and implements educational programs including workshops and presentations for the public, facility operators, and departmental staff;
5. Prepares brochures and other handouts for use by program facilities and general public;
6. Consults with municipal and other officials, public and private, regarding public health program and compliance with applicable code;
7. Develops policies regarding uniform inspection techniques and procedures;
8. Plans and revises environmental control programs and procedures.
9. Holds hearings as a result of program enforcement activities conducted by Sanitary Control Bureau;

10. Reviews and approves recommended warnings, summons, or suspension and revocation of permits by staff;
11. Reviews and approves corrective action recommendations of complex facilities submitted by the Senior Public Health Sanitarian;
12. Reviews plans for new commercial facilities, such as food service kitchens, mobile home parks, migrant camps, shopping centers, summer camps, motels and hotels for compliance with sanitary codes including where applicable, fire safety provisions;
13. May represent the Health Department in court or at local and state meetings relating to sanitary control environmental health programs;
14. May respond to inquiries on sanitation issues in absence of Director of Environmental Health.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Comprehensive knowledge of environmental health principles and practices, sanitation laws, regulations and modern inspection methods; thorough knowledge of public health federal, state, and local laws, regulations, policies and procedures; thorough knowledge of public health principles; good knowledge of the interrelationship of public health professionals to the total public health program; computer knowledge including spreadsheet and database software; ability to read blueprints; ability to train others in environmental health work; ability to manage diverse program activities conducted in the field; ability to plan, direct, supervise the work of others; ability to express ideas clearly and effectively both orally and in writing; ability to prepare clear and accurate records and reports; ability to read and understand complex written information; ability to develop and maintain good public relations; ability to speak in public; good professional judgement; resourcefulness; initiative; tact; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's Degree with 30 credit hours in the natural sciences, of which not more than twelve (12) credit hours may be in the applied sciences, as well as completion of a Public Health training course approved by the New York State Health Department and four (4) years of experience as a Public Health Sanitarian; OR
- (B) Seven (7) years experience as a Public Health Technician as well as satisfactory completion of a Public Health training course approved by the New York State Health Department and four (4) years of experience as a Public Health Sanitarian.

SPECIAL REQUIREMENT: Possess and maintain a valid driver's license.

NOTE: The term natural science shall mean a science such as biology, chemistry or physics that deals with the objects, phenomena, or laws of nature and the physical world. It shall include all physical and biological sciences.

The term applied science shall mean science based courses in environmental technology, sanitation technology, medical technology, public health, infection control or food science.

REVISED: 9/25/17 dc