



JOB POSTING – June 5, 2019
DEADLINE- Open until filled
Full Time Sanitarian II
Board of Health

Position Summary: Performs inspections and enforces city ordinances, the MA Sanitary Code, the MA Environmental Code, and other state regulations and statutes.

Essential Functions: Conducts inspections and sampling programs in dwellings, food eateries, bakeries, catering operations, food vending machines, mobile vendors, markets, institutional kitchens, swimming pools and bathing areas, motels, recreational camps, day care facilities, tanning, nail, body art, and massage facilities, public and private water supplies, and sewage disposal system construction and repair sites. Inspect rodenticide applications used in demolition activities and conducts lead paint and soil suitability tests. Prepares reports. Investigate and respond to complaints from parties affected by issues of code enforcement, including attorneys, facility operators, property owners, and tenants. Assist with negotiation of compliance actions, extensions of deadlines, and other enforcement activities with affected parties including local, state, or federal authorities. Assist code inspectors in preparing complaints and cases for legal prosecution. Investigate food borne outbreaks and the epidemiology of communicable disease cases. *(The essential functions or duties listed above are intended only as examples of the types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)*

Knowledge, skills, and abilities required: Special knowledge of technical code interpretations; Thorough knowledge of public health laws, rules, and regulations; Ability to use a computer and interpret statistics; Ability to interact effectively with bilingual speakers and people of different cultures and socio-economic backgrounds; Ability to travel within the city of Holyoke by car; Ability to work independently. Ability to establish effective working relationships with elected officials, city and school department heads, community organizations, and residents. Ability to communicate effectively orally and in writing.

Experience required: One year of experience in interpretation of MA Codes, inspection, and enforcement activities.

Education or certification required: B. A. degree in a related field or equivalent experience. Must be a Registered Sanitarian or have the qualifications to become one. Must obtain Certified Soil Evaluator License, Certified Pool Operator Certificate, and ServSafe Certificate within one year after employment.

Supervision: Reports to Director of Board of Health, and Board of Health Commissioners.

Physical Requirements: Must have the physical ability to negotiate rough terrain on undeveloped land. Must be able to access all areas of an inspection site including excavation holes at septic systems; May be required to walk or stand for several hours in various types of weather. Ability to lift items weighing up to approximately 30-40 pounds. Must handle sodium sulfide in the course of lead paint determination. While performing the duties of this job, the employee is frequently required to stand, sit, bend, kneel, crouch or crawl and climb stairs. The employee is required to walk, reach, talk, and hear. *(The physical demands described above are representative of those that must be met by an employee to perform the essential functions of this job successfully. Reasonable accommodation(s) if needed will be provided for the employee with the adequate strength, dexterity, coordination, and visual acuity in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.)*

Fair Labor Standards Act (FLSA) status: Non-Exempt (hourly)

Employment status & Hours: Regular Full-Time employment, 35 hours per week, Monday-Friday 8:30a-4:30p.

Pay rate: \$23.33-\$24.95 per hour, paid biweekly

Employee Benefits: City of Holyoke benefits; Health, Dental, Life Insurance, Flexible Spending Account (FSA)

Please send letter of interest, resume, and three references by email only to (Personnel@Holyoke.org)

Attn: Director of Personnel.

No phone call inquires or walk-in applications, please.

The City of Holyoke is an equal opportunity employer and does not discriminate because of age, ancestry, color, creed, disability, ethnicity, family status, gender, genetic information, marital status, national origin, political affiliation, pregnancy, race, religion, sex, sexual orientation, veteran status, or any other legally protected category. This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.