



Asotin County Public Health District

102 1st Street - P.O. Box 306 - Asotin, Washington 99402

Office: (509) 243-3344 - Fax: (509) 243-3345

www.AsotinCountyPublicHealth.org

ENVIRONMENTAL HEALTH SPECIALIST

JOB DESCRIPTION: Conducts routine public health inspections, reviews designs for code compliance, coordinates with related inter-governmental offices, initiates enforcement activities as required; issues facility permits, reviews and makes recommendations concerning variance requests; provides public education; investigates public health threats; and works under the supervision of the Administrator to resolve technical problems and ensure consistent application of regulations.

Registered Sanitarian license desired, but not required for this position upon hire.

TYPICAL WORK:

Environmental Health (EH) Specialist duties include, but are not limited to:

- Consults and educates clients in the office and by telephone regarding all program areas.
- Regularly attends continuing education workshops to obtain or to maintain required certifications. Participates in planning, training, and response in public health emergencies as assigned.
- Review permitting applications and backup documentation and determine permit issuance for and inspects on-site sewage disposal system installations to determine compliance with county and state regulations.
- Conducts on-site visits and evaluates soil test holes prior to installation of sewage disposal systems.
- Assists property owners with the design and placement of their on-site wastewater disposal system.
- Conducts on-site investigations regarding complaints and determines necessary action for abatement. Reviews proposed short and long plats to assure compliance with state onsite sewage regulations.
- Review permitting applications and backup documentation and determine permit issuance for and conducts routine inspections of retail food service establishments such as restaurants, grocery stores, taverns, wineries, concessions, mobile food units, temporary food booths, and vending machine operations, to determine compliance with county and state regulations.
- Performs plan reviews for proposed food service establishments.
- Educates food handlers' classes, community groups, schools, newspapers and other professionals regarding environmental public health issues.
- Collects bacteriological and chemical samples from private and public water systems.
- Advises and consults with private well owners regarding matters of well construction and safe drinking water.
- Works closely with public water systems to assure compliance with state and federal regulations.
- Conducts sanitary surveys of public water systems.



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- Performs field inspections for the purpose of evaluating, regulating and making sound public health recommendations regarding: swimming pools and spas, primary and secondary schools, vector control, nuisance complaints, animal bites, chemical and physical hazards, posting, assessment and clean-up over sight of clandestine drug labs, solid waste sites and, general living environment.
- Conducts epidemiological investigations associated with food poisoning, water contamination, rabies control and vector-borne outbreaks.
- Maintains complete, accurate and up-to-date records of inspections and other activities. Process permit applications, inspection reports, and other paperwork associated with environmental health programs.
- Manages permits, files, and programs within individual geographical and specialty areas.
- Independently performs other investigations and assignments of similar nature and complexity and other duties, as assigned.
- During a work day, you may be asked to do additional duties outside of your normal duties.

KNOWLEDGE & ABILITIES:

- Currently has, or the ability to obtain the Onsite Sewage System Inspector Certification, as required by RCW 70.118.120 within 2 years of hire.
- Currently has, or the ability to obtain the necessary training and licensure to inspect municipal solid waste landfills per WAC 173-300-070 and RCW 70.95D.070.
- Knowledge of the principles, practices and applications of environmental health as applied in the public health field.
- Ability to write clear reports, organize materials, and communicate professionally, effectively, and diplomatically with the public and other professionals both orally and in writing.
- Ability to obtain compliance with regulations in a tactful, firm, and professional manner under stressful conditions.
- Ability to interpret regulations as they apply to specific situations and to accurately assess corrective action as required.
- Ability to manage office and field time efficiently in order to complete all work assigned.
- Ability to utilize standard computer hardware and keyboarding with applications in word processing, spreadsheets, databases, and power point presentations.
- Knowledge of the legal and administrative requirements of all program areas enforced by the Environmental Health Department.
- Knowledge of the principles of on-site sewage disposal, safe drinking water, food handling, vector borne disease control, solid waste handling, and epidemiology of communicable disease.



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- Ability to effectively perform all aspects of fieldwork such as soil test hole evaluations, on-site sewage system inspections, food service inspections, water system evaluations and sampling, nuisance complaint investigations and swimming pool inspections.
- Effective oral and written communication, ability to work as a positive and productive Team member, documented accountability of time and productivity, and ability to work a flexible schedule during temporary food permitting activities shall be priorities for a successful candidate.

WORKING ENVIRONMENT/PHYSICAL ABILITIES:

Working conditions are a mixture of office and fieldwork. Field work may be conducted outdoors, sometimes in inclement weather, or indoors depending on the nature of the work to be done. Ability to drive an automobile, fly in an airplane and travel as required. The ability to lift and carry 25 to 40 pounds and be able to tolerate environmental / situational conditions such as odors, pets, and dead animals. Ability to navigate uneven surfaces (i.e., new proposed buildings sites, steep slopes, soil test holes, etc.)

QUALIFICATIONS:

Graduation from an accredited four (4) year college or university with a Bachelor of Science Degree (B.S.) involving major study in environmental health, sanitary science, bacteriology, public health, biology, or other closely related science is required. The person filling this position must have a minimum of 45 quarter hours or 30 semester hours of basic or natural science. A valid driver's license is required. Must be able to provide documentation of immunization status, or proof of immunity to vaccine preventable diseases, or sign an exemption. Post offer/Pre-Employment drug screening and/or background check may be required for this position.

*The employee filling this position may be required to stay at or return to work during public health incidents and/or emergencies to perform duties specific to this classification or to perform other duties as requested in an assigned response position. This may require working a non-traditional work schedule or working outside normal assigned duties during the incident and/or emergency.

* Some duties are likely to require a non-traditional work schedule

Asotin County Health District is an Equal Opportunity Employer.