

## **PRINCIPAL PUBLIC HEALTH SANITARIAN**

**DISTINGUISHING FEATURES OF THE CLASS:** This position involves responsibility for the administration, coordination, supervision and direction of environmental health programs within the Department of Public Health. The incumbent has responsibility for enforcing the provisions of Public Health Law, local and State Sanitary codes, and New York State Codes, Rules and Regulations relating to environmental health, sanitation, and safety. The work is performed under the general supervision of the Director of Environmental Health Services. Supervision is exercised over the work of Senior Public Health Sanitarians, Public Health Sanitarians, Public Health Technicians and Public Health Educators. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Directs long-range planning and evaluation of all environmental health programs;

Assists in the supervision and administration of environmental health programs to ensure compliance with mandated state requirements and departmental policies and procedures;

Plans, directs, supervises, reviews, evaluates work of staff;

Provides technical guidance and assistance, and interpretation of rules and regulations;

Assists the Director in the development of environmental standards, policies, rules regulation and procedures in facility and engineering reviews, and in enforcement implementation;

Plans and directs environmental health goals and programs, including, but not limited to: evaluating program effectiveness and progress, ensuring adherence to policies/criteria, maintaining reporting system, and providing staff with information required for inspections;

Consults with officials, both public and private, regarding public health programs and compliance with applicable codes;

Plans and revises environmental control programs and procedures;

Responds to communicable disease outbreaks and emergencies and assigns staff to investigate/monitor physical and environmental effects of these emergencies;

Assists in preparation of news releases and other public relations materials regarding environmental health programs;

Prepares, reviews and maintains a variety of records and reports;

Assists in departmental budget planning and modifications, work plans, contracts, bid packages, Legislative requests and purchasing;

## **PRINCIPAL PUBLIC HEALTH SANITARIAN—cont'd**

Directs and supervises public health investigations and provides recommendations as a result of investigations.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Thorough knowledge of environmental health principles, sanitation laws, regulations and modern inspection methods;  
Thorough knowledge of public health federal, state and local laws, regulations, policies and procedures;  
Good knowledge of the interrelationship of public health professionals to the total public health program;  
Good knowledge of natural sciences;  
Good knowledge of mathematics;  
Good knowledge of program management, including but not limited to budget preparation, contracts, work plans, and bid packages;  
Ability to manage diverse program activities conducted in the field;  
Ability to apply scientific principles to environmental health programs;  
Ability to analyze data from observations, interviews, records and reports;  
Ability to communicate effectively, both orally and in writing;  
Ability to read and understand complex written information;  
Ability to prepare accurate records and reports;  
Ability to plan, direct and supervise program activities and staff;  
Ability to develop and maintain good public relations;  
Ability to inspect for and detect environmental health problems and hazards;  
Ability to interpret and explain legal provisions and environmental health practices;  
Good professional judgment;  
Tact.

### **MINIMUM QUALIFICATIONS\*:**

A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree, which must have included at least 30 semester credit hours in the natural sciences\*\*, of which not more than twelve (12) credit hours may be in the applied sciences\*\*\*, and two (2) years of experience as a Senior Public Health Sanitarian; OR

**PRINCIPAL PUBLIC HEALTH SANITARIAN-cont'd**

B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree, which must have included at least 30 semester credit hours in the natural sciences\*\*, of which not more than twelve (12) credit hours may be in the applied sciences\*\*\* and four (4) years of

experience as a Public Health Sanitarian, one of which must have included supervision.

**PROMOTIONAL QUALIFICATIONS:** Two (2) years of experience as a Senior Public Health Sanitarian.

\* Minimum qualifications derived from Part 11 of the State Sanitary Code (10 NYCRR)

\*\* 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.

\*\*\* Applied science shall mean science based courses in environmental technology, sanitation technology, medical technology, public health, infection control, or food science.

**SPECIAL REQUIREMENT:**

Assignments made to employees of this class require reasonable access to transportation to meet field work requirements in the ordinary course of business in a timely and efficient manner.