

Ford County Public Health Department

TITLE: Part-time Sanitarian Assistant

REPORTS TO: Director of Environmental Health

QUALIFICATIONS

1. Requires Certified Food Protection Manger License or Certified Food Handler License
2. Requires 1 hour of Larvicide Training
3. Requires thorough knowledge of the modern principles, techniques, and practices of environmental health.
4. Demonstrates good communications and public relations skills.
5. Requires ability to use own initiative in planning and executing environmental health programs.
6. Requires ability to use laws, regulations, and interpretations in the control of the environment.
7. Flexible and cooperative in fulfilling all obligations.
8. Possesses and maintains good physical stamina and mental health.

SUMMARY OF JOB DESCRIPTION

The Sanitarian Assistant performs technical field inspection in environmental health programs. The emphasis at this more advanced level of training is on learning and application of general environmental health practices and techniques.

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RESPONSIBILITIES AND DUTIES

1. Assists and makes environmental health program inspections including but not limited to food services, insect, and rodent control, and collection of mosquitoes for West Nile testing.
2. Prepares activity reports and records of inspections, investigations, and correspondence.
3. Receives in-service training as required.
4. Performs other duties as required or assigned.

The Sanitarian Assistant will not function in any manner other than as trained through the Illinois Department of Public Health certification process. The above statements are intended to be a representative summary of the major duties and responsibilities performed by incumbents of this job.

WORKING CONDITIONS

1. General office environment.
2. Community environment.
3. Exposure to infectious disease.
4. Public and School establishments
5. Public and private property areas.
6. In and out of automobiles.

CONTINUING EDUCATION REQUIREMENTS

Agency personnel are expected to participate in appropriate education as may be requested or required by their immediate supervisor. New employees must complete food handlers or food managers license training. Also, 1-hour larvicide training and mosquito identification are required. All agency personnel must attend mandatory educational programs.