

AREA SUPERVISOR - ENVIRONMENTAL HEALTH SERVICES

DISTINGUISHING FEATURES OF THE CLASS: Under the general supervision of the Assistant Commissioner of Health for Environmental Services, an incumbent in this class performs professional level work in an area field office with both engineering and environmental health responsibilities. Supervision is exercised over professional, technical and clerical personnel; does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Plans, directs, coordinates and supervises the activities of the Mount Kisco District Office for the Realty Subdivision Program in the Bureau of Environmental Quality;

Supervises and participates in enforcement of provisions of Public Health Law, State and County Sanitary Codes and Environmental Conservation Law and Regulations relating to public water supplies, sewerage and waste disposal, operation of water and sewage treatment plants, solid waste collection and disposal, swimming pools, bathing beaches, realty subdivisions, qualifications of water and sewage treatment plant operators, public health nuisances and related matters;

Provides administrative direction to personnel involved in enforcement of the Public Health Law, State and County Sanitary Codes in relation to food and milk sanitation, temporary residences, sanitation of habitable buildings, institutions, insect and rodent control, ionizing radiation, public health nuisances and related matters;

Performs engineering reviews of the plans for realty subdivisions, water and sewer mains and individual sewage systems and other facilities involving environmental health;

Represents the Bureau at meetings with municipal officials, consultants, environmental groups and the general public on health issues;

Prepares technical reports for legal actions involving Environmental Facilities;

Maintains relationships and cooperates with local, state and federal agencies whose work or policies affect environmental health program;

Lectures at training courses given to health department personnel and to personnel operating facilities under jurisdiction of the Department of Health;

Responsible for financial accountability of fees collected;

Assists in developing public health engineering and environmental health policies, codes, regulations and procedures;

Assists in the recruitment of personnel;

Prepares budget for district office operations and assists in budget preparation for the Bureau;

EXAMPLES OF WORK: (Cont'd.)

Allocates and assigns staff for effective performance, adhering to personnel policies;

Performs other work in environmental health as assigned.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of the principles, practices and techniques of public health engineering and environmental health as related to water supplies and purification, sewerage and sewage disposal, stream pollution, swimming pools, public health nuisances and general sanitation; good knowledge of principles, practices and techniques of environmental health as related to food and milk sanitation, temporary residences, sanitation of habitable buildings and related matters; familiarity with provisions of Public Health Law and State and County Sanitary Codes, Environmental Conservation Law and Regulations related to above subjects; ability to prepare satisfactory reports and correspondence; ability to deal satisfactorily with public and other officials and develop good public relations; initiative and resourcefulness in solving public health engineering problems of ordinary difficulty; ordinary professional judgment; tact; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: A Bachelor's Degree* in engineering and either (a) three years experience as an Assistant Public Health Engineer in a local health department in New York State or as an Assistant Engineer in the New York State Department of Health; or (b) four years of experience in sanitary or public health engineering with two years of supervisory experience; or (c) a Masters Degree* in Sanitary Engineering, Environmental Engineering, Chemical Engineering, Public Health or Civil Engineering with a sanitary option such as Environmental Engineering or Public Health and three years experience as stated in (a) and (b).

*SPECIAL NOTE: Education beyond the secondary must be from an institution accredited or recognized by the Board of Regents of the New York State Department of Education as a post-secondary, degree-granting institution.

SPECIAL REQUIREMENT: Possession of a valid New York State motor vehicle operator's license.