



DEPARTMENT OF HUMAN RESOURCES

EMPLOYMENT OPPORTUNITY NOTICE

Saratoga County Department of Health

Job Title: DIRECTOR OF ENVIRONMENTAL HEALTH SERVICES

Salary Range: \$109,515 - \$140,895 (*Salary range provides earnings potential, which is based on years of service employed with Saratoga County in specified title)

Work Location: 6012 County Farm Road, Ballston Spa, NY 12020

Classification: Non-Competitive (**No exam required**)

Job Description

This is an administrative position in the Saratoga County Department of Public Health. As Director of Environmental Health Services in a municipal public health department, the work is of a professional, environmental health nature involving responsibilities of a high order in relation to planning, directing, and supervising the environmental health program. The work entails furnishing advice and guidance to local officials and the general public regarding environmental health problems and the measures necessary for improvements and compliance with legal requirements; in providing leadership in promotion of public health through application of environmental health practices; enforcement of the provisions of the Public Health Law and local and State Sanitary Codes in relation to environmental health matters. Work entails the administration and direction of the whole environmental health section or division. Work is performed under the general supervision of the Commissioner of Health with considerable leeway allowed for the exercise of independent judgment. Direct supervision is exercised over environmental health staff. The incumbent does related work as required.

Minimum Qualifications (at least)

- A) Possession of a Bachelor's Degree in Sanitary, Environmental, Chemical, Civil or Public Health Engineering, or a related engineering field, and two (2) years of administrative supervisory experience as a supervising engineer or supervising sanitarian; **OR**
- B) Possession of a Bachelor's Degree with at least thirty (30) credit hours in the natural sciences*, of which not more than twelve (12) credit hours may be in the applied sciences**; and five (5) years of environmental health experience that included two (2) years of supervisory responsibilities that demonstrates the candidate has the technical and administrative skills necessary to manage programs that can anticipate, recognize, and respond to environmental health challenges.

NOTE: A master's degree in Public or Environmental Health or a related field that demonstrates the five core competencies of a public health education (Biostatistics, Environmental Health Services, Epidemiology, Health Policy and Management and Social and Behavior Sciences) may be substituted for up to two (2) years of the required environmental health experience.

(Degree must have been awarded by a college or university by a regional, national, or specialized agency recognized as an accrediting agency by the US Department of Education/US Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.)

* The term 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. ** The term applied science shall mean science-based courses in environmental technology, sanitation technology, medical technology, public health, infection control, or food science. ***The term environmental health director shall mean a person who administers and manages the Environmental Health Programs of a county, or a city having a population of 50,000 or more.

SPECIAL REQUIREMENTS: Candidate must possess and maintain, a clear and valid New York State Driver's License appropriate for the **type** of vehicle to be operated, in meeting the necessary transportation needs of the job.

Typical Work Activities (*Illustrative)

- Directs the promotion of environmental health through the application of public health and environmental health principles and the enforcement of the provisions of the Public Health Law, New York State Sanitary Code and Saratoga County regulations in relation to environmental health;



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- Plans, supervises, and participates in a variety of environmental health program activities, including all State mandated programs, to ensure compliance with applicable standards of public health and safety;
- Furnishes advice and guidance to local officials and the general public regarding public health and environmental health and implements measures necessary for improvement and compliance with legal requirements;
- Prepares and monitors division budget and approves payment of bills and vouchers;
- Prepares and reviews division reports, State Aid reimbursement reports, and reports to State agencies concerning environmental health programs;
- Formulates and directs programs for training of water plant operators, environmental health personnel, food handlers, restaurant proprietors, camp owners, and other classes of operating personnel;
- Guides investigations of environmental health factors related to disease outbreaks; -- Supervises personnel in the environmental unit and consults and advises activities relating to sanitary control of food;
- Represents the Department on matters and problems related to environmental health; -- Formulates public health and environmental health policies;
- Confers with appropriate officials relative to public health problems in the operation of sanitary landfills, public water supplies, wastewater disposal, air pollution and hazardous waste disposal;
- Reviews and approves plans for water supply, sewage disposal, realty subdivision, swimming pools and beaches, hotels, motels, and food service establishments;
- Cooperates and interacts with State and Federal agencies whose work or policies affect public health programs.

**Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.*

Additional Information

- Excellent benefits, NYS Retirement and Compensation Plan

To Apply (via Link Provided)

- Qualified candidates may alternatively submit an application and resume, by mail or in person to the Personnel Officer – Civil Service Division, 40 McMaster Street, Ballston Spa, NY 12020
- Resume may not be substituted for application
- Fax submissions will not be accepted

Applications will continue to be accepted through the dated posted or until the flyer is removed.

If you require reasonable accommodation in completing this application, interviewing, completing any pre-employment testing, or otherwise participating in the employee selection process, please direct your inquiries to the Human Resources Office. Saratoga County is an equal opportunity employer.

We are committed to fostering an inclusive environment where diversity is valued and recognized as a source of strength and enrichment. We seek to attract talented people from a diverse range of backgrounds and cultures, and encourage women, people of color, LGBTQ individuals, those with disabilities, members of ethnic minorities, foreign-born residents, and veterans to apply.