



Kittitas County, Washington
Employment Opportunity

Posted: 6/7/2023

Closes: 6/21/2023

ENVIRONMENTAL HEALTH SPECIALIST I - II

The Kittitas County Public Health Department is currently seeking qualified candidates for the position of Environmental Health Specialist. This is a full-time, non-exempt, benefits-eligible, non-union position. The Environmental Health Specialist is a professional position within the Environmental Health Division of Public Health. The person in this position may be assigned to a variety of programs including food, water, onsite sewage, public education, vector control, and more. Anyone who meets the qualifications stated in the job description is encouraged to apply. This position will close on 6/21/2023.

This position is held by multiple employees who share the tasks outlined below. Employees may be required to perform portions or all of the duties listed below depending on current workload and staffing needs.

SALARY RANGE

Environmental Health Specialist I: \$4,254 - \$5,724 per month.

Environmental Health Specialist II: \$4,495 - \$6,048 per month.

ESSENTIAL FUNCTIONS

Air Quality Program

- Assist with air quality monitoring and public messaging.
- Implement assessment, education, outreach, and planning activities.
- Work closely with state and local partners.

Camps and Parks Program

- Assist with plan reviews and annually permit camp and park facilities.
- Conduct inspections of camp and park facilities.

Drinking Water Program

- Perform standard water collection for bacteriological testing by a certified laboratory.
- Develop and implement sanitary surveys of public water systems.
- Assist with performance of design reviews of small water systems.
- Review and approve water availability for building permits and land use applications.
- Inspect well seals and tags on a percentage of new wells drilled as prescribed by Washington State Department of Ecology.
- Conduct water and septic system evaluations of residences.

Food Safety Program

- Conduct inspections of public food establishments.
- Assist with performance of plan reviews and permitting food facilities.



Onsite Sewage Program

- Conduct site evaluations, plan reviews and final inspections of on-site sewage systems.
- Perform soil logs for land use applications.
- Develop and implement testing and licensing procedures for on-site sewage system installers.
- Implement licensing of septic pumpers.

School Health and Safety Program

- Conduct plan reviews and inspections of public and private school facilities and playgrounds.

Solid Waste Program

- Conduct inspections of solid waste sites.
- Assist with reviews of engineering plans, hydro geological reports and SEPA findings and permit solid waste facilities.
- Assist with development of monitoring programs at solid waste sites.

Water Mitigation & Metering Program

- Administer county-operated water banking program.
- Assist with operation of county metering program.
- Assist with enforcement of county water regulations.

Water Recreation Program

- Assist with plan reviews and annually permit public pool and spa facilities.
- Conduct inspections of public pool and spa facilities.

Zoonotic Program

- Assist in coordination of West Nile Virus Response Plan.
- Review and investigate animal bites in the county.
- Respond to reports and collect suspected dead animals when necessary.

Epidemiological Complaints, Investigations and Enforcement

- Investigate and remedy complaints.
- Support the Epidemiologist to conduct epidemiological investigations including data collection and reporting.
- Referral to appropriate enforcement agency when appropriate.

Program and Professional Activities

- Compose professional correspondence, prepare accurate reports, or provide information as needed by management staff.
- Develop and distribute educational materials to the public.
- Keep supervisor informed of issues of importance to the agency.
- Responsible for own professional growth and development and necessary certifications through reading, continued education, consulting with other professionals, and initiating involvement in community programs/committees.

OTHER FUNCTIONS

- Respond to Public Health related inquiries from the public as needed.
- Attend meetings, trainings, and workshops as required.
- Assist in training other personnel as directed.



All positions within the Public Health Department will assist as needed in the event of a public health emergency.

This job description is a summary of the primary functions and expectations for this position. Additional department-related duties may be assigned as required.

MINIMUM QUALIFICATIONS

All Positions

- High school diploma or GED equivalent.
- Depending on primary program assignment, the appropriate program certification as required by law must be obtained within two (2) years of hire. An extension may be allowed if local testing is not reasonably available, or employee demonstrates a good faith effort in working towards obtaining required certifications within the Environmental Health Supervisor's discretion. The following includes the list of approved certifications:
 - Washington State Board of Registered Sanitarians, Registered Sanitarian.
 - National Environmental Health Association, Registered Environmental Health Specialist.
 - Washington State Department of Licensing, Inspector Certificate of Competency for On Site Sewage Wastewater Treatment Technology.
 - National Swimming Pool Foundation, Certified Pool and Spa Operator.
 - Washington State Department of Health, Certificate of Completion, Food Inspector Training
 - Solid Waste Association of North America (SWANA) Manager of Landfill Operations Certification (MOLO).
 - Occupational Safety and Health Administration (OSHA) - Hazardous Materials and Hazardous Waste Operations and Emergency Response Certification.
 - Washington State Department of Health, Qualified Sanitary Surveyor Certification.
 - Complete Washington State Department of Ecology Well Delegation Program Training.
 - Complete the National Playground Safety Inspector Certification and Indoor Air Quality Course.
- Valid Washington State driver's license.
- Must document immunity or provide proof of vaccination against vaccine-preventable diseases as recommended for healthcare workers by the CDC's Advisory Committee on Immunization Practices OR must be willing to undergo the necessary vaccinations through the Public Health Department; OR must sign a waiver to decline to receive vaccines based on documented medical or religious reasons.
- A criminal history and background check will be performed on qualified candidates. Convictions may preclude candidates from employment in certain circumstances. Factors such as relativity to the position, age and time of the offense, seriousness and nature of the violation, and rehabilitation will be considered.

Environmental Health Specialist I

- Bachelor's degree in any Environmental Health related studies: Earth Science, Food Science, Biology, Zoology, or closely related field as determined by the Public Health Department; OR two (2) years of experience in Public Health, Environmental Health, or closely related field.

Environmental Health Specialist II

- Bachelor's degree in any Environmental Health related studies: Earth Science, Food Science, Biology, Zoology, or closely related field as determined by the Public Health Department; OR three (3) years of experience in Public Health, Environmental Health, or closely related field.



- At least one (1) year of experience performing environmental health work within a governmental public health entity such as a state or local health jurisdiction with satisfactory performance evaluations.
- Must possess at least 3 of the applicable certification(s) listed below as required by law for the primary program assignment area. Certification(s) in the primary program assignment area may replace years of experience requirement.
 - Washington State Board of Registered Sanitarians, Registered Sanitarian
 - National Environmental Health Association, Registered Environmental Health Specialist
 - Washington State Department of Licensing, Inspector Certificate of Competency for On Site Sewage Wastewater Treatment Technology
 - National Swimming Pool Foundation, Certified Pool and Spa Operator
 - Washington State Department of Health, Certificate of Completion, Food Inspector Training
 - Solid Waste Association of North America (SWANA) Manager of Landfill Operations Certification (MOLO)
 - Occupational Safety and Health Administration (OSHA) - Hazardous Materials and Hazardous Waste Operations and Emergency Response Certification
 - Washington State Department of Health, Qualified Sanitary Surveyor Certification
 - Completion of the Washington State Department of Ecology Well Delegation Program Training
 - Completion of the National Playground Safety Inspector Certification and Indoor Air Quality Course

REQUIRED KNOWLEDGE/SKILLS/ABILITIES

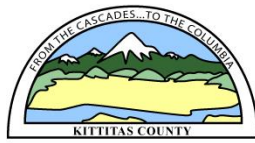
- Effective written and verbal communication skills.
- Ability to maintain confidentiality and adhere to HIPAA guidelines.
- Ability to work independently, including management and prioritization of daily schedules and tasks
- Ability to cooperate and work effectively with coworkers, supervisors, other agencies, and the public in individual and group settings.
- Ability to maintain accurate records and prepare written reports.
- Ability to manage stress and conflicting priorities.
- Ability to seek creative solutions and solve problems effectively.
- Ability to obtain NIMS training (100, 200, 700, 800) within one year of hire.
- Ability to quickly learn programs specific to the County and/or department.
- Demonstrated proficiency with intermediate/advanced computer skills including Microsoft Office Suite and possess the ability to learn programs specific to the department and/or County quickly.

PREFERRED QUALIFICATIONS

- Bilingual in English/Spanish is highly preferred.
- Prior Public Health and/or Environmental Health experience.
- Experience in public speaking.
- Knowledge of the local Kittitas County community.
- Skilled in reading and interpreting maps, blueprints, schematics, and plans.
- Ability to use math skills in computations.

WORKING CONDITIONS

Work is conducted in a variety of indoor and outdoor environments, including remote, rural areas. The position requires daily public contact and attendance at a variety of meetings. Travel throughout the county



and the local region is required; must be able to safely operate a motor vehicle in all weather conditions and all levels of daylight. Must be able to stand, walk, sit, crouch, kneel, stoop and grasp. Must be able to read printed materials and a computer screen and possess adequate hearing and speech to communicate clearly in person or over the telephone. Must have the ability to traverse a variety of terrain, including steep, uneven, vegetated, rugged, and slippery surfaces, and be able to withstand exposure to all weather conditions for extended periods of time. Must be able to push/pull/lift and/or move up to 50 pounds, and occasionally up to 100 pounds (septic tank lids), ensuring use of proper lifting techniques at all times. There is possible exposure to raw sewage, which may contain pathogenic organisms. All PPE must be worn when required for employee safety.

The standard workweek is Monday-Friday, 8AM-5PM. There are variations in working hours that will include extended shifts and occasional evening and weekend work. Reliable attendance and punctuality are required.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

BENEFITS

To learn more about the County's healthcare, retirement, and leave benefits, visit the Benefits page on the Kittitas County website: <https://www.co.kittitas.wa.us/hr/benefits.aspx>.

Application Process

Applicants must apply online using the electronic recruitment portal. As part of the online application process, the following items must be uploaded in PDF format:

1. Resume
2. Letter of interest for this position
3. Three (3) professional references and two (2) personal references
4. Supplemental exam answers

SUPPLEMENTAL EXAM QUESTIONS

1. The person in this position may have to conduct inspections or respond to public health emergencies on weekends. Do you have any concerns about working weekend shifts when needed?