



## Cayuga County Department of Human Resources and Civil Service Commission

### JOB SPECIFICATION

Civil Service Title:	<b>Public Health Engineer</b>
Jurisdictional Class:	Competitive
Civil Division:	Public Health Department
Adoption: CSM	12/17/19
Revised: CSM	01/21/20

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#### **DISTINGUISHING FEATURES OF THE CLASS:**

This position exists in the County Health Department and involves responsibility for the performance of engineering duties in relation to environmental health matters. The work entails advising public officials, technical professionals, and individuals on problems requiring engineering expertise and the promotion of compliance with local, state and federal public health rules and regulations through applications of engineering practices. This position also involves responsibility for supervising and performing the more complex work in the application of the principals of the physical, biological and social sciences for the detection, evaluation, control and management of those factors in the environment which influence public health. An employee in this class is responsible for planning, supervising and carrying out one or more environmental health programs. Work is performed under the general direction of a Senior Public Health Engineer. Supervision is exercised over Public Health Sanitarians and Public Health Technicians. Does related work as required.

#### **TYPICAL WORK ACTIVITIES: (Illustrative Only)**

Develops, oversees and administers various aspects of the County environmental health compliance programs under the supervision of the Senior Public Health Engineer;

Enforces local and state Public Health laws, regulations, and sanitary codes related to all or part of several environmental health programs;

Oversees programmatic aspects regarding the regulation of food service establishments, public water supplies, children's camps, campgrounds, hotels and motels, mobile home parks, residences regarding lead hazards, private water supplies, private sewage disposal systems, bathing beaches and swimming pools, temporary residences and migrant farm labor camps or other programs as assigned;

Reviews engineering plans for compliance with regulations and accepted engineering practices;

Reviews technical reports regarding water supply and sewage systems, toxic substance exposures and related health risks, and pollution remediation and abatement;

Interprets the results of laboratory examinations of air, water, sewage, soil and other samples.

Makes investigations and prepares technical reports including recommendations;

Evaluates present and proposed local laws/regulations to determine conformity with the State and Local Public Health Laws and Sanitary Codes and advises local officials;

Responsible for enforcement proceedings, including providing testimony;

Provides technical assistance to County Legislature, County Attorney and other County Departments and Agencies regarding environmental health engineering problems;

Uses computer to enter and retrieve data from computer files;

Uses a tablet device to perform paperless inspections in the field;

Manages office and field conferences and prepares correspondence and reports for the same;

Trains Senior Public Health Sanitarians, Senior Public Health Technicians and Public Health Technicians;

May participate in disaster activities and trained and assigned;

Other related work as directed by Senior Public Health Engineer or Public Health Director.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, PERSONAL CHARACTERISTICS:**

Thorough knowledge of the principles, practices and techniques of engineering related to air pollution, water supplies and purification, sewage disposal, stream pollution, solid wastes, storm-water, petroleum spills, insect and rodent control, public health nuisances, general sanitation, data collection and environmental impact analyses;

Comprehensive knowledge of environmental health principles, state and county public health laws, regulations and sanitary codes, and inspection methods;

Ability to work independently within the scope of general direction;

Ability to read and interpret blueprints and sketches;

Ability to prepare clear and concise reports and correspondence;

Initiative and resourcefulness in solving environmental health engineering problems;

Ability to deal with the public, elected officials, and other agencies and develop positive public relations;

Ability to prepare and deliver effective oral presentations;

Ability to write clearly and with proper grammar;

Ability to train others in environmental health work;

Ability to plan and supervise the work of others;

Ability to deal with difficult people;

Ability to use an alphanumeric keyboard and learn departmental computer software programs;

Ability to use tablet device to perform inspections;

Good professional judgement;

High standards of personal presentation and hygiene;

Tact and courtesy;

Metal alertness;

Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

Graduation from a regionally accredited or NYS registered college or university with a Bachelor's Degree in Chemical, Civil, or Environmental Engineering or other Engineering Discipline that is applicable to the job requirements **AND**

- 1) Proof of passing the National Council of Examiners for Engineering and Surveying (NCEES) or Engineering Examination (FE) AND one (1) year of full-time qualifying engineering experience in sanitary, public health or environmental engineering.

**OR**

- 2) Meet the criteria listed in the above detailed requirements PLUS possession of a New York State Professional Engineering (P.E.) license and one (1) year of experience in sanitary, public health or environmental engineering.

**SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS:**

Certain assignments made to employees in this class will require reasonable access to transportation to meet field work requirements made in the ordinary course of business in a timely and efficient manner. Operation of a county-owned vehicle requires employees to possess a current valid New York State Motor Vehicle operator's license.