

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 3114

TITLE: ENVIRONMENTAL HEALTH SPECIALIST III

GRADE: S-25

DEFINITION:

Under limited supervision, performs highly skilled and/or specialized environmental health monitoring, control, inspection, and investigation work in one or more specialty areas such as; housing and vector (insects, animals, etc.), on-site sewage disposal (septic system)/private water supply (wells), consumer services (food service, milk, swimming pools, child care, etc.), air pollution, chemical hazards, and plan review; **EITHER** providing advanced level technical analysis and recommendations on complex environmental health issues; **OR** serving as a working supervisor, with responsibility for the supervision of a small group of subordinate Environmental Health Specialists, providing environmental health services; and performing related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

This class is distinguished from the Environmental Health Specialist II class in that Environmental Health Specialist III incumbents conduct complex investigations and analysis requiring advanced skills, **OR** serve as working supervisors over a small group of subordinates. This class is distinguished from the Environmental Health Supervisor class in that Environmental Health Supervisors supervise Environmental Health Specialists IIs and IIIs; plan, organize and implement quality assurance and participate in the development of division goals and objectives.

ILLUSTRATIVE DUTIES:

Depending on the area of assignment:

Gathers and records information on complaints, inspections, emergency calls, and requests for investigation/evaluations;

Extracts, inspects, tests and analyzes samples and/or data;

Designs and conducts advanced level surveys and studies in assigned specialty area(s);

Supervises a small team of Environmental Health Specialists II's;

Trains and evaluates lower level staff in the field and on team projects;

Trains and evaluates lower level staff in the extraction, inspection, testing, and analysis of samples;

Conducts extraordinarily complex or unique surveys and studies;

Gives assistance and guidance to subordinates on difficult cases, suggesting possible approaches;

May coordinate the efforts of Health Department personnel with those of other County, State, and Federal agencies on major projects and/or hazardous situations;

Prepares technical reports and official correspondence;

Reviews documents and reports prepared by lower level staff;

Enforces County, State, and Federal laws, codes, and regulations when violations are observed;

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May perform technical analyses and evaluation of complex plans and specifications for specialty area(s);

Provides information and assistance to the public (including property owners, business operators, developers/real estate agents, engineering professionals), other County agencies and other jurisdictions;

Presents reports on Health Department activities at public meetings and responds to media

inquiries on environmental health hazards and emergencies;

Prepares summons requests, subpoenas and case histories;

Testifies as an expert witness at court hearings.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

Depending on the area of assignment:

Considerable knowledge of public health standards and advanced inspection/investigation procedures related to specialty area(s);

Thorough knowledge of methods and techniques used for prevention of disease caused by contaminated food, vectors, and other environmental hazards;

Knowledge of the concepts and principles of biology, chemistry, physics, and statistics;

Knowledge of, and the ability to interpret and enforce County, Federal, and State laws, codes, and ordinances governing public and environmental health;

Skill in applying methods and techniques of fact-finding, analysis and resolution to complex environmental health problems;

Skill in advanced sampling and analysis techniques related to specialty area (s);

Skill in public speaking and making presentations;

Ability to lead assigned employees, including training, delegating and reviewing work assignments, providing coaching, guidance and monitoring performance;

Ability to plan, organize, and conduct/coordinate complete inspection, investigation and survey projects which may involve the efforts of a variety of agency, County, State, and federal participants;

Ability to read, analyze, and interpret data, maps, plans, schematic drawings (including architectural plans and topographic plats);

Ability to read and interpret laboratory test results;

Ability to communicate effectively, both orally and in writing;

Ability to establish and maintain effective working relationships;

Ability to operate a motor vehicle.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to: Graduation from an accredited four-year college or university with a Bachelor's degree in Environmental Health, or a Bachelor's degree with at least (30) semester hours of course work in the physical or biological sciences; PLUS

Two years experience in the environmental health field, at or equivalent to, the level of Environmental Health Specialist II.

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CERTIFICATES AND LICENSES REQUIRED:

Possession of a valid Motor Vehicle Driver's License. .

REVISED:	July 26, 2013
REVISED:	January 19, 2007
REGRADED:	July 8, 2006
REVISED:	August 15, 1997
REVISED AND RETITLED:	July 26, 1993