

## **Environmental Health Technician I**

### **Definition:**

Under direct supervision, performs a variety of skilled technical assignments involving office and/or field review, investigations, inspections, permit processing, enforcement and interpretations of regulations pertaining to environmental health issues and performs other related work as required.

This is the entry level of the Environmental Health Technician classification series. Incumbents are expected to possess basic knowledge of environmental health issues. It's distinguished from the Environmental Health Technician II by the availability of constant and direct supervision and the less complex nature of work assignments.

Promotion to Environmental Health Technician II is considered on a merit basis and subject to the recommendation by the department head and approval of the Director of Personnel.

### **Essential Functions:**

- Reviews and processes various Environmental Health applications and submittals for completeness, critical detail and issues permits as appropriate.
- Interprets laws, regulations, and guidance documents for compliance with or implementation of regulatory programs.
- Under supervision, conducts field inspections and investigations to determine compliance with applicable codes.
- Issues notices of violation and enforcement orders and initiates legal actions when necessary.
- Notifies developers, contractors and the public on matters relating to environmental health programs.
- Researches legal descriptions, property ownership and history using maps, computer and assessor records.
- Serves as liaison between various public agencies and the public as necessary.
- Prepares reports of inspections, investigations, and/or incidents; and prepares information guides, as necessary.
- Calibrates, operates, and maintains a wide variety of analytical instruments and equipment.
- May revise forms and make recommendations on procedural changes as appropriate.
- Performs other job duties as assigned.

**Employment Standards:**

- High school diploma, G.E.D., or equivalent
- Completion of 12 semester or 18 quarter units in biology, chemistry, geology, physics, or other closely related field from an accredited college or university OR two (2) years of experience conducting environmental health inspections, investigations, or activities.
- Possession of a valid California Motor Vehicle Driver's License.

A background check may be conducted for this classification.

**Knowledge of:** mathematical concepts relating to construction plans and diagrams; basic principles of biology and chemistry; familiarity with common scales of weights and measures; practices and procedures, rules, regulations and laws associated with a variety of environmental health programs; inspection techniques and research methods.

**Ability to:** read maps and plans; complete forms, conduct research and prepare clear, concise reports; communicate both orally and in writing effectively; work well with others; use computers and software applications.

All Kern County employees are designated "Disaster Service Workers" through state and local laws (CA Government Code Sec. 3100-3109 and Ordinance Code Title 2-Administration, Ch. 2.66 Emergency Services). As Disaster Service Workers, all County employees are expected to remain at work, or to report to work as soon as practicable, following a significant emergency or disaster.

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