NEW: 10/07/01

OHIO CLASSIFICATION SPECIFICATION Developed for Equal Opportunity	CLASS TITLE: Public Health Sanitarian Supervisor	CODE: 01034
	MAJOR AGENCIES: Health Department	JURISDICTION: County

FUNCTION: Under general direction from public heath sanitarian administrator or health commissioner, plans, develops & administers one or more, but fewer than all, environmental health & sanitation programs for assigned health department & sanitation program, & supervises lower-level personnel;

-PERFORMS RELATED DUTIES AS REQUIRED

RANK	% OF TIME	JOB DUTIES	MAJOR WORKER CHARACTERISTICS
1	37-43%	Plans, develops & administers one or more, but fewer than all, environmental health & sanitarian programs for assigned health department (e.g., monitors budget; assists health commissioner or other administrative superior in monitoring expenditures to ensure fiscal responsibility; recommends policies & procedures for assigned environmental health & sanitation programs; works with other public officials & groups to promote improved environmental health & sanitation control practices; provides technical assistance to environmental health advisory boards; writes complex reports & position papers) & supervises lower-level personnel (e.g., assigns, reviews & evaluates work, provides training & technical assistance, resolves disciplinary issues & completes employee performance evaluations).	Knowledge of (1) supervision & employee training & development, (2) physical &/or biological sciences, (3) agency policy & procedures for abatement of unsanitary conditions,* (4) state & local public health laws, regulations (*) Developed after employment.

UNUSUAL WORKING CONDITIONS: May encounter unsanitary working conditions; requires travel.	MINIMUM CLASS REQUIREMENT (including license, if any.): Certificate of registration as sanitarian issued by Ohio State Board of Sanitarian Registration in accordance with Chapter 4736. of Revised Code, or eligible for registration as sanitarian in accordance with Chapter 4736. of Revised Code & must acquire certificate as registered sanitarian prior to engaging in practice of environmental health; & in addition to preceding, must meet one of following options: Completion of undergraduate degree from accredited college or university including at least 45 quarter or 30 semester units of science; 24 mos. exp. as sanitarian; valid driver's license. -OR completion of undergraduate degree from accredited college or university with core program in environmental health science which included an internship program approved by Ohio State Board of Sanitarian Registration; 12 mos. exp. as sanitarian; valid driver's license. Or completion of graduate degree from accredited college or university including at least 45 quarter or 30 semester units of science; 12 mos. exp. as sanitarian; valid driver's license. -Or certificate of registration as sanitarian issued by Ohio State Board of Sanitarian Registration, 12 mos. exp. as Public Health Sanitarian 2, 01032; valid driver's license. Note: Positions that directly supervise registered sanitarian-in-training personnel must have certificate of registration as sanitarian issued by Ohio State Board of Sanitarian Registration in accordance with Chapter 4736. of Revised Code.	**Training & Development** Renewal of certificate of registration per Section 4736.11 of Revised Codes; must obtain required continuing education credits per Section 4736.11-03 of Ohio Administrative Code.

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			& related processes, (5) sanitary installation engineering, (6) interviewing, (7) public relations, (8) cost analysis, (9) staffing, (10) human relations; skill in (11) use of environmental health testing equipment; ability to (12) define problems, gather, collate & classify data, establish facts & draw valid conclusions, (13) understand manuals & verbal instructions technical in nature, (14) develop complex reports & position papers, (15) establish friendly atmosphere as supervisor, (16) handle sensitive inquiries & contacts with government & business officials, contractors & general public.
2	27-33%	Plans & conducts environmental health & sanitarian inspections on various premises, facilities, & environmental health systems to ensure & enforce compliance with applicable state & local environmental health standards; performs routine environmental health testing non-compliance with unsanitary abatement standards & applies agency's standardized methodology to enforce state & local laws & regulations for abatement & unsanitary conditions; operates motor vehicle to transport environmental health testing equipment.	Knowledge of 1,2, 3*, 4, 5, 6, 7, 10; skill in 11; ability to 12, 13, 16.
3	7-13%	Provides consultative expertise on environmental matters to public officials; assists in preparing environmental ordinances & regulations adopted by local governing agencies; reviews plans, issues licenses & permits, & provides consultative services to owners, operators & contractors on matters relating to public health sanitation; provides technical advice on applicable environmental health & sanitation laws; promotes good public health &	Knowledge of 2, 3*, 4, 5, 6, 7, 8, 10; ability to 12, 13, 14, 16 (*) Developed after employment.

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		sanitation practices to regulated organizations, general public, business groups, schools & other interested groups.	.
4	17-23%	Prepares & maintains required administrative, technical & informative reports & correspondence related to environmental health & sanitation matters; prepares & files required reports with local, state & federal oversight agencies as required by legislation & administrative directives.	Knowledge of 2, 3*, 4, 5, 8, 9; ability to 12, 14, (17) prepare & maintain accurate records, reports & correspondence.
			(*) Developed after employment.