

COUNTY OF SOLANO

ENVIRONMENTAL HEALTH ASSISTANT

DEFINITION

Under general supervision, assists professional staff in the performance of inspection duties; handles complaints concerning solid waste disposal problems; performs related duties as required.

DISTINGUISHING CHARACTERISTICS

This class provides technical support to other divisional staff engaged in Environmental Health and Safety inspections and enforcement. Incumbents are familiar with basic rules and regulations governing Environmental Health requirements and enforcement provisions. This class is distinguished from Environmental Health Officer in that the latter is registered by the State of California and performs professional level Environmental Health inspection, regulation and enforcement work.

EXAMPLES OF DUTIES

Depending on assignment, duties may include but are not limited to the following:

1. Investigates complaints from the public involving Environmental Health and Safety issues; issues citations when appropriate for violations of the State Health and Safety code and local ordinances. Typical complaints concern solid waste accumulation, unsanitary conditions, vector harborage, etc.
2. Takes water samples from public water systems on a regular basis and submits them to a laboratory for analysis.
3. Collects water samples from private wells for laboratory analysis and advises owners of procedures and corrective action to be taken if a well is found to be contaminated; performs follow-up sampling if required.
4. Assists other divisional staff as required in their normal inspection activities.
5. Collects water samples from public swimming pools and tests for chlorine residual by using a swimming pool test kit.
6. Keeps other staff abreast of complaint developments and seeks advise and counsel when compliance action must be taken.

QUALIFICATION GUIDELINES

EDUCATION AND/OR EXPERIENCE

Any combination of experience, education and training which demonstrates possession of and competency in requisite knowledge and abilities.

KNOWLEDGE/ABILITIES

Working knowledge of residential solid waste disposal; swimming pool maintenance and sanitation; good Environmental Health and Safety practices; State Health and Safety Code sections relating to residential water supply and swimming pool sanitation standards; routine office procedures.

Ability to learn and apply specified laws and regulations; properly collect water samples for laboratory analysis; conduct routine field inspections; interview upset or angry members of the public to elicit necessary information and to convey pertinent information; communicate effectively with people of diverse socio-economic backgrounds and temperaments; establish and maintain cooperative working relationships; demonstrate tact, diplomacy and patience.

SPECIAL REQUIREMENTS

Possession of or ability to obtain a valid Class III California driver's license is required.

SUPPLEMENTAL INFORMATION

Independent travel is required.

Positions allocated to this class are exempt from the provisions of the County's Civil Service Ordinances. Incumbents are hired and retained at the pleasure of the appointing authority.