



CLASS SPECIFICATION

Class Title: Lead Environmental Health Scientist
Department: Health

Class Code: 596
Eff. Date: 1/24/92
Grade: 22
Revised: 2/18/97

GENERAL PURPOSE

Under general guidance and direction from the Environmental Health Division Director or Bureau Manager, leads and coordinates multifaceted program requirements; performs advanced and specialized work in one or more areas of an environmental health program such as air quality, solid and hazardous waste, public water supply, waste water control, public pools, emergency response, toxic substances, institutional health, inspection/maintenance, food service, underground tanks, and laboratory services for Davis County.

EXAMPLE OF DUTIES (Any one position does not include all of the duties listed; nor do the listed examples include all duties which may be found in positions of this class.)

Trains staff; serves as a consultant in one or more specialized fields and provides technical assistance (including field work) for the Division in a program area by maintaining a high level of expertise through training, experience, and research; participates in emergency response programs.

Reviews complex permit/license applications. Evaluates, interprets, and prepares written technical reports and impact statements. Reviews technical plans and reports concerned with public environmental issues.

Develops and recommends environmental rules and proposals in a specified area of expertise. Writes program management and project plans. Develops, writes, and implements quality assurance and data collection and monitoring programs and procedures.

Leads and conducts site inspections to determine compliance; leads compliance process and follow-up activities including case preparation, enforcement actions and investigations. Prepares documentation to support negotiated resolution of issues. Monitors implementation of corrective actions.

Develops various environmental test methodologies; determines the placement of sampling equipment; maintains and calibrates equipment; evaluates instrumentation effectiveness.

Prepares and monitors grants, contracts, and agreements. Represents the Division in contacts with other departments, agencies, and municipalities as appropriate to express needs and concerns of the Division regarding the program area; represents the Division at meetings to communicate the interests of the Division, and influence the decision making processes by communicating ideas and information, and encouraging implementation of proposed recommendations.

Plans work activities, attends and participates in Division meetings, seminars, on-the-job training, and other assigned activities to improve skills, knowledge, and proficiency in performing assignments related to all aspects of the Division.

Performs other related duties as assigned.

MINIMUM QUALIFICATIONS

1. Education and Experience:

Graduation from an accredited college or university with a Bachelor's Degree in environmental health, chemistry, biology, physical or environmental science, plus four (4) years of full-time experience as an Environmental Health Scientist.

2. Special Qualifications:

Licensed as a Registered Environmental Health Scientist in the State of Utah.

Must pass a criminal history background investigation.

Must furnish personal transportation for on-the-job travel.

Must possess a valid Utah Driver License.

Employees driving a personal vehicle while on county business must maintain the minimum vehicle liability insurance as specified in the Utah Code.

3. Necessary Knowledge, Skills, and Abilities:

Considerable knowledge of: all aspects of selected environmental scientific specialties, applicable local, state and federal rules and regulations, industrial practices and processes, field sampling procedures and equipment, community organizations, agencies, and associations, effective public relations principles including promotional and communication development methods.

This position may require the driving of a motor vehicle; skill in operating a motor vehicle in a safe manner; ability to insure motor vehicle is operating in a safe manner; knowledge of Utah motor vehicle rules and regulations.

Ability to: write and edit narrative reports, prepare statistical reports, make decisions using good judgement, interpret rules and regulations, lead and coordinate projects, apply general principles to specific conditions, work with minimum supervision, design, organize, and implement programs and policies, efficiently operate a personal computer and applicable software, communicate effectively (orally and in writing), follow written and oral instructions, establish and maintain

effectively working relationships with supervisors, other employees, industry officials, government agencies, and the general public.