

ASSISTANT HEALTH INSPECTOR

Job Description

Definition:

Assignments involve administrative and inspection work related to the enforcement and interpretation of applicable rules, State regulations, codes and by-laws relating to public health and safety. Other related work may be assigned as required.

Supervision:

Work under the direction of the Board of Health, with administrative coordination through the Town Manager and policy direction of the Board of Selectmen.

Job Environment:

Work is performed under varying conditions and varying hours; may spend a significant portion of the work day outdoors, exposed to various weather conditions and the hazards associated with construction sites.

Position has the possibility of exposure to communicable diseases and other potential hazards to health and/or safety.

Essential Functions:

As directed by the Board of Health, perform some or all of the following:

- As needed or required, inspect housing and properties for dilapidated and unhealthy conditions to ensure compliance to State requirements and Town Bylaws.
- Work with property owners for compliance and remediation.
- Participate in public emergency planning and preparedness.
- Investigate complaints and report violations to the Board of Health.
- Prepare reports as necessary; report to the Board of Health and Town Manager on a regular basis, at least quarterly.

All other related duties as may be assigned by the Board of Health or Town Manager.

Physical Requirements:

Minimal physical effort required when performing functions under typical office conditions; moderate to strenuous effort required periodically in the field. Frequently required to stoop, bend, and reach. Frequently required to spend extended time walking or sitting.

Recommended Minimum Qualifications:

- 4-year college degree or equivalent; four years of experience in public health, environmental health or any equivalent combination of education and experience.
- Board of Health will determine other specific qualifications.
- Must have a valid Class III Driver's License.

Knowledge, Ability, and Skill:

- Thorough knowledge of the MA laws, rules and regulations pertaining to public health and a detailed understanding of how the laws apply to living conditions.
- Knowledge of the By-Laws of the Town of Lanesborough that relate to public health.

Availability at times that will generally be convenient to the public. May be called on an "as needed" basis in case of imminent need.