



CLASS SPECIFICATION

Class Code: 60000612
Date Established: 07/1973
Last Reviewed: 05/2023
Last Revised: 05/2023
Last Title Change: 12/2016
FLSA: non-exempt
Probation: 12 months

ENVIRONMENTAL HEALTH SPECIALIST TRAINEE

DEFINITION

Under supervision, receives training in performing environmental duties related to investigation, inspection, and sampling to determine compliance with environmental standards for food, drinking water, waste disposal and vector control; and performs other related work as assigned.

EXPERIENCE AND TRAINING REQUIREMENTS

A bachelor's degree from an accredited college or university with major course work (at least 30 semester hours or 45 quarter hours) in biology, physics, physical science, chemistry, chemical engineering, geology, earth science, environmental science, environmental health, sanitary engineering, environmental engineering, or allied health sciences; OR equivalent combination of education and experience approved by the Nevada Board of Registered Environmental Health Specialists.

LICENSE OR CERTIFICATE

Certificate of registration as an Environmental Health Specialist Trainee with the Nevada State Board of Environmental Health Specialist must be obtained within 30 days of appointment. Must maintain certificate of registration by completing yearly requirements as a condition of continued employment.

Certification in the State of Nevada as a General Commercial Restricted Use Pesticide Applicator in the categories of Mosquito and Public Health may be required if assigned to the Vector Control Program.

A valid driver's license is required at the time of appointment.

DISTINGUISHING CHARACTERISTICS

This is the entry and training level in the Environmental Health Specialist series which provides for progression to the journey level upon meeting the requirements of the class and recommendation of the appointing authority. Incumbents must obtain certification as described in NRS Chapter 625A.115 in order to be retained for employment unless an exemption is granted by the REHS Board. This level is intended as a training position to enable incumbents to learn policies, procedures, specific techniques, and regulations related to environmental health while assisting journey level Environmental Health Specialists.

SUPERVISION EXERCISED

Exercises no supervision.

EXAMPLES OF DUTIES *(The following is used as a partial description and is not restrictive as to duties required.)*

Participate in and perform inspections and investigations of environmental complaints and conditions by sampling, testing and surveying potential sources of environmental health problems, including epidemiological and vector events, food and drink establishments, temporary food establishments, swimming pools, hotels, motels, residences, institutional facilities, hazardous material sites, liquid waste facilities, underground storage tanks and

drinking water to determine the extent of compliance/non-compliance with appropriate standards and regulations and to identify the necessity for corrective/preventative action.

Receive training to enforce appropriate control measures to ensure compliance with environmental standards and regulations through the issue of quarantine orders; issue or suspend operating permits to eliminate or reduce potential health hazards.

Receive training to evaluate public health risks or implement control measures used in environmental health programs, such as vector, drinking water, epidemiology, and others, to eliminate or reduce potential health hazards which adversely affect human or environmental health.

Review of permit applications and building plans to determine if proposed construction and/or businesses are in compliance with established health and safety regulations; recommend alterations to building plans and establishments to achieve compliance and gain permit approval.

Participate in the development of changes in regulations and division protocols and procedures.

Participate in public and industrial education programs, including provide training to targeted groups and make presentations on environmental issues at schools, businesses, and meetings of community groups to promote awareness and understanding of programs, services, policies and regulatory requirements.

Write inspection and investigation reports, which evaluate findings and include recommendations; assemble data (computerized and manual) for tracking and documentation purposes and to prepare federal, state, and local reports.

Participate in the compilation and preparation of evidence in conjunction with the prosecution of violations, which may include appearing in court and before designated hearing boards.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Full Performance *(These may be acquired on the job and are needed to perform the work assigned.)*

Knowledge of:

Federal, state, and local regulations governing compliance with environmental standards for health, safety and comfort.

Local geography and population densities.

Disease/injury control and prevention measures and protocols that encompass a variety of program areas.

Investigative sampling and testing protocols, methods and techniques for environmental health and vector programs.

Departmental/divisional policies and procedures.

Management information systems and software used in the assigned area(s).

Ability to:

Read blueprints and construction plans.

Write investigative reports and other documents.

Operate and maintain assigned departmental equipment used for testing, sampling, eradication and control of environmental hazards and deficiencies.

Make visual presentations to a variety of audiences, including public education programs.

Recommend solutions for environmental hazards and deficiencies.

Entry Level (*Applicants will be screened for possession of these through written, oral, performance or other evaluation methods.*)

Knowledge of:

Conditions contributing to environmental problems including human disease/injury causing factors (human, animal, and plant) and accepted control measures.

Instruments and equipment commonly used in environmental health programs.

Quantitative methods, scientific methodology, data collection and report preparation.

Investigative sampling and testing methods and techniques for environmental data acquisition.

Ability to:

Observe and evaluate environmental deficiencies and hazards and recommend solutions.

Interpret and apply regulations, policies, protocols, and procedures.

Operate a personal computer and a variety of software.

Research, compile, tabulate, analyze and interpret data and information.

Maintain files, records, data, and information.

Communicate in a clear, concise manner, both orally and in writing.

Establish, foster, and maintain effective working relationships with all those contacted in the course of work.

SPECIAL REQUIREMENTS (*Essential duties require the following physical skills and work environment.*)

Work is performed in a professional office environment and various indoor and outdoor offsite locations, including in inclement weather. Work may be required to be performed outside of traditional working hours and on weekends when necessary. Ability to lift and move objects weighing up to 50 lbs. Ability to operate testing equipment for environmental health and vector control. Ability to use standard office equipment including computers, copiers, telephones, and fax machines. Ability to work around machinery with moving parts and on slippery or uneven surfaces. Ability to tolerate exposure to physical hazards, infectious diseases, toxic substances and hazardous materials with the proper use of personal protective equipment (PPE). Position is considered “essential” in times of public health emergencies, natural disasters or during declared emergencies.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards.