

DEPARTMENT: PUBLIC HEALTH
CLASSIFICATION: COMPETITIVE
APPROVED: SEPTEMBER 22, 2008

PUBLIC HEALTH INTERN

DISTINGUISHING FEATURES OF THE CLASS: This is seasonal work that involves responsibility for assisting in a variety of field tests and activities to support Public Health Sanitarians carrying out the various elements of prevention, protection, and promotion programs affecting public health. The incumbent performs low risk, routine public health program inspections and investigations, collects biological samples for laboratory analysis and assists in disease prevention activities as well as vector control and monitoring. The work is performed under direct supervision of a higher-level technical or professional employee who reviews reports and provides advisory assistance as necessary. The work is designed to provide internship opportunities to area college students while providing the department with seasonal employees. Does related work as required.

TYPICAL WORK ACTIVITIES:

1. Assists a Public Health Sanitarian perform rabies prevention activities to include animal bite investigation, collection of rabies specimens, participation in rabies clinics, program GIS mapping and general education of the public;
2. Assists a Public Health Sanitarian perform West Nile Virus surveillance and vector control and monitoring including lifting equipment, trapping insects and recording data utilizing a personal computer;
3. Assists with arthropod disease program to include dead bird monitoring, dead bird collection/preparation and submittal for testing, program GIS mapping, tick sampling and general education of the public;
4. Collects and delivers suspected diseased animals to local and State laboratories for analysis;
5. Performs low risk, routine and follow-up inspections of sanitary conditions of camps, hotels, lodging and boarding houses, swimming pools, beaches and other premises to determine compliance with state and local sanitary code requirements;
6. Collects samples of drinking water for laboratory analysis to determine organic, inorganic and bacterial contamination;
7. Assists with food service program, inspection of low/medium risk restaurants;
8. Assists with the investigation of public health nuisance complaints;
9. Assists with individual sewage disposal system testing program;
10. Prepares and maintains detailed written and computer records as required;
11. Prepares formatted letters and assists with general office duties as required;
12. Reports orally and in writing to a Public Health Sanitarian as required.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of local geography; working knowledge of environmental health principles and practices, sanitation regulations and modern inspection methods; working knowledge of applicable provisions of the State Sanitary Code relating to environmental public health inspections; working knowledge of the natural sciences and mathematics; working knowledge of modern office terminology, procedures, equipment and business English; ability to conduct low-risk, routine non-engineering environmental health inspections and investigations; ability to read maps and drawings; ability to solve arithmetic problems related to environmental public health inspections; ability to establish and maintain effective working relationships with others; ability to organize and maintain accurate records and files; physical condition commensurate with the demands of the job.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a high school equivalency diploma with credit in at least three (3) natural, physical or life science courses which could include but not be limited to earth science, biology, chemistry, physics, physical science, environmental science, geology, biochemistry, botany, zoology, and ecology.

SPECIAL REQUIREMENT:

1. Candidates must submit documentation relative to completed high-school courses.
2. Candidates must currently be enrolled in college and must submit documentation verifying enrollment.