

**CLASS TITLE: SENIOR ENVIRONMENTAL HEALTH FOOD
SPECIALIST**

Class Code: 02901300

Pay Grade: 30A

EO: B

CLASS DEFINITION:

GENERAL STATEMENT OF DUTIES: To supervise, analyze, and evaluate or lead the field inspectional programs relative to the regulation of a wide variety of food businesses to insure compliance with applicable statutes and regulations; to perform the more complex activities of said programs; to supervise foodborne disease investigations; review plans for new and remodeled food establishments; supervise program activities relative to sample collection, vector control, recreational health, and food safety; and to do related work as required.

SUPERVISION RECEIVED: Receives general direction from a superior as to policies and objectives with considerable latitude for the exercise of independent judgement and initiative; work is subject to review for conformance with departmental rules, regulations, and policies.

SUPERVISION EXERCISED: Supervises the work of subordinate employees.

ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:

To supervise the work of a staff engaged in identification, evaluation, and correction of public health hazards, and assuring compliance with rules and regulations in: restaurants, food processors, dairy plants and farms, shellfish processors, nursing homes, hospitals, youth camps, recreational facilities, bathing beaches, schools/day care centers, and other regulated facilities.

To train, standardize in milk and shellfish, and evaluate new and existing personnel.

To design, coordinate, implement, and supervise special projects.

To certify shellfish and dairy operations and inspect other establishments for interstate/international transport and to determine compliance with state and federal standards.

To supervise and set in motion the implementation of Hazardous Analysis Critical Control Point (HACCP) systems in food establishments and to verify implementation.

To supervise response and perform the more complex activities relating to foodborne illnesses and other epidemiological investigations, adulterated foods, food tampering, recalls, misbranding/false advertising of foods, and rodent/insect infestations.

To provide 24 hours emergency response to foodborne outbreaks, fires in food establishments, vehicular and nuclear power plant accidents, incidents of food or water contamination, power outages, and natural disasters involving food products.

To review, and evaluate plans and specifications and supervise and/or perform pre-operational inspections to determine compliance with approved plans.

To supervise and collect food samples according to legal chain of custody requirements to determine adulteration, contamination, sources of pollution and/or microbiological quality.

To evaluate whether foods are safe for human consumption and in compliance with nutritional labeling requirements.

To embargo and oversee the disposal of food products found unfit for human consumption, and evaluate for imminent hazards to health which warrant closure of the facility.

To assess causes of specific hazards and violations to determine if training, changes in physical facilities or procedures, or regulatory action is needed.

To participate in the planning and presentation of training programs.

To testify at hearings and court proceedings concerning regulatory actions taken.

To perform mathematical computations and use portable computers to enter data, write, and print reports.

To conduct investigations which may require kneeling, bending, and lifting while at times being exposed to hazards conditions such as extremes of heat and cold, fire damaged buildings, and exposure to individuals or potential illness causing conditions.

To perform related duties as required.

REQUIRED QUALIFICATIONS FOR APPOINTMENT:

KNOWLEDGES, SKILLS AND CAPACITIES: Thorough knowledge of the causes, impacts and prevention of public health problems in regulated establishments and the ability to apply such knowledge during inspections/investigations; a thorough knowledge of the biological, physical, and chemical causes of foodborne illness; an advanced knowledge of food microbiology as it applies to preventing foodborne illness; advance knowledge of epidemiology; knowledge of chemistry and mathematical concepts including basic statistical analysis; the ability to teach and apply HACCP principles; a thorough knowledge of food processing techniques such as modified atmospheric packaging; a thorough knowledge of the rules and regulations governing food establishments, recreational facilities, and other licensed establishments; the ability to review engineering and architectural plans and specifications to determine compliance with rules and regulations excellent analytical and decision making skills; the ability to use computers to record and organize data, and generate reports; the ability to analyze and evaluate conditions and prepare reports of conclusions, and corrective recommendations; excellent interpersonal and oral and written communication skills; the ability to train and evaluate others; the ability to supervise; the ability to establish effective working relationships with the public; assertive with the ability to deal with confrontational situations such as the disposal of food products and the closure of food establishments; the ability to work independently, organize work, and follow up to make certain that health hazards are eliminated; thorough knowledge of legal aspects of enforcement; and related capacities and abilities.

EDUCATION AND EXPERIENCE:

Education: Successful completion of a 4-year course of study leading to a Bachelor's Degree from a college of recognized standing with courses that included at least 30 semester hours in one or a combination of the following: Biological Sciences, Chemistry, Physical Sciences, Food Science/Technology, Nutrition, Medical Science, Engineering, Epidemiology, Veterinary Medical Science, Psychology, or related scientific fields that provided knowledge directly related to food protection and environmental health. The 30 semester hours can include up to 8 semester hours in statistics, or in the use of computers; and

Experience: Such as may have been gained through: employment as a Senior Sanitarian, Environmental Health/Food Specialist, or Sanitarian with demonstrated competence in conducting inspections with a food regulatory agency for at least 2 ½ years. One and one half of these years may have been served as an Environmental Health Food Inspector.

Or, a combination of education and experience that shall be substantially equivalent to the above education and experience, provided that there shall be at least 30 semester hours in the sciences as specified in the above Education requirements, plus a minimum of two years experience as an Environment Health Food Specialist, Environment Health Food Inspector, or a Sanitarian in a food regulatory agency.

SPECIAL REQUIREMENT: Conditions for appointment: Must possess a valid Rhode Island driver's license and an automobile which will be used to perform state business throughout the state. Must, at the time of application and continually thereafter, be free from any conflict of interest involving regulated facilities. Must have successfully completed Food and Drug Administration (FDA) or state standardization to conduct food establishment inspections; If assigned to the milk or shellfish program, the individual may also be required to be standardized by FDA in milk or shellfish plant inspections.

Class Revised: March 26, 2000

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