

LAPEER COUNTY HEALTH DEPARTMENT

JOB POSTING

Position: Environmental Health –
Sanitarian OR Registered Sanitarian
Part-time union position with benefits

Job Responsibilities: See attached Job Description.

Qualifications & Requirements:

- **Sanitarian Position:**
Possession of Bachelor's Degree in Environmental Health or a related field or equivalent experience. No previous experience is required. Six month break-in period. Valid Michigan driver's license. Entry level \$23.97
- **Registered Sanitarian Position:**
Possession of a Bachelor's Degree in Environmental Health or a related field. 3 years of equivalent experience to a Sanitarian. Extensive knowledge of Lapeer County Sanitary Code & policies. Knowledge of EH principles of public health safety, including food service. Knowledge of construction, plumbing, practical engineering and time management. Possession of a valid Michigan driver's license. Entry level \$24.90

Compensation:

Salary: Entry level: \$23.97 hr/\$25.90 hr

Supply application (resume preferred) to:

Lapeer County Health Department
1800 Imlay City Road
Lapeer, MI 48446
Attention: Tami Tietz

Application Deadline: Until Position is filled

POS # 301

Posted/Removed: _____

LAPEER COUNTY

HEALTH DEPARTMENT

SANITARIAN

General Summary

Under the supervision of the Environmental Health Director, or direction of the Environmental Coordinator, inspects commercial, residential and public locations in the county to enforce federal, state and county sanitation and environmental health laws to safeguard the public health.

Essential Functions

1. Inspects and evaluates premises and establishments having public health significance, such as schools, public swimming pools, bathing beaches, dwellings, workplace, childcare facilities, campgrounds, mobile home parks, waste disposal facilities, private and public water supplies and sites of alleged public health nuisances. Prepares reports and correspondence pertaining to activities. Ensuring lifelines and emergency phone systems are in working order.
2. Investigates complaint involving possible water pollution, insect and rodent infestation, and similar public health hazards and nuisances. Collects samples and specimens for laboratory analysis when appropriate.
3. Inspects licensed food service establishments for cleanliness, proper food handling practices, and compliance with sanitation standards. Inspects and licenses temporary food facilities. Reviews plans, blueprints and specifications for construction of new facilities or renovations of existing structures for compliance with environmental health standards regarding water well development and advises owners, builders, architects and other regarding prevention or correction or problems.
4. Investigates food service complaints regarding improper food service practices, suspected food-borne illness outbreaks or adulterated food. Prepares and submits a formal report. Conducts illness investigation using accepted epidemiological methods.
5. Issues verbal and written orders to correct violations, re-inspects to ensure compliance, collects samples, takes pictures, prepares reports and initiates legal action, with approval of the director. Testifies at hearings and in court as necessary.
6. Assists the general public in the office or by telephone with their complaints and questions regarding sanitation and environmental health matters. Gives advice on the prevention and resolution of problem matters and responds to complaints regarding potential environmental concerns.

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7. Works with various state agencies such as Department of Community Health, Environmental Quality, Agriculture, Natural Resources, and others to jointly resolve environmental and public health problems.
8. May post unsafe water supplies, unsafe bathing areas or other facilities deemed harmful to the public welfare.
9. Approves licenses and issues permits for facilities and locations that are in substantial compliance with applicable regulations as determined through an on-site inspection or evaluation.
10. Provides information to the public on interpretation of standards, analytical data, the significance and potential impact of various environmental hazards or public health concerns.
11. Meets the community group and local agencies regarding prevention and resolution of environmental health problems. Provides education and technical assistance to the public regarding sanitation and environmental health matters.
12. Provides education and technical assistance to the public regarding sanitation and environmental health matters.
13. Provides input on the development of environmental health policies, procedures, and codes.
14. Performs a variety of office activities such as the preparation of reports on activities. Recommends action to the Environmental Health Director in cases where conditions exist which may be injurious to the public health.
15. Prepares individual inspection reports based on findings during the inspection whether it be routine, follow up, or a complaint.
16. Reviews previous inspection reports before conducting an inspection to identify strengths and weaknesses that facility possesses in order to best judge overall improvement or new problems.

Other Functions

None listed.

This list may not be inclusive of the total scope of job functions to be performed. Duties and responsibilities may be added, deleted or modified at any time.

LAPEER COUNTY

HEALTH DEPARTMENT

Employment Qualifications

Education: Possession of a bachelor's degree in Environmental Health or related field, or equivalent experience.

Experience: This is an entry level position. No previous experience is required. Six-month break-in period.

Qualifications:

Knowledge of general environmental health topics.

Knowledge of sanitation code, state laws, and federal laws in regard to common environmental health.

Skill in Microsoft Office, fillable PDFs, and general technology.

Knowledge on public health and community demographics.

Knowledge on general site plans and computer aided design.

Knowledge of the Michigan Food Law and Food Code as well as applying exact situations to broad violation codes cited.

Knowledge of inter-office excel documents including complete food facility ledger, food facility monthly lists, temporary food facility lists, and plan review lists.

Skill in Health Space program / fluent in food program within Health Space.

Ability to diffuse difficult situations when presenting agitated food facility owner/operator with violations or complaints.

Knowledge of procedures during licensing period, including sending out applications, receiving paid applications and sending out licenses-all complete with required documentation and communication between local and state governing authorities.

Other Requirements: Possession of a valid Michigan driver's license.

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FLSA Status:

Worker's Compensation Code:

Occupational Employment Statistical Code:

Physical Requirements {This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following

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HEALTH DEPARTMENT

requirements and working conditions. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements}:

Walking over uneven terrain to inspect proposed subdivisions, campgrounds, and building sites.

Climbing up and down ladders to gain access to heating and ventilation systems.

Climbing up and down ladders to enter basements, crawl spaces, and attics.

Crawling in crawl spaces and under houses to inspect plumbing and well construction.

Bends, stoops, and kneels to inspect food service establishments, sewage treatment systems, water well construction sites, and other locations.

Ability to travel throughout the county to conduct inspections.

Ability to enter and access information using a computer.

Ability to communicate effectively in person, over the phone, and through emails/reports when dealing with facility owners/operators, general public or other local jurisdictions including county and state entities.

Working Conditions:

Works outside in various types of weather conditions.

Exposure to environmental hazards during course of investigations.

Works with hostile individuals during the course of investigation/enforcement functions.

LAPEER COUNTY

HEALTH DEPARTMENT

REGISTERED SANITARIAN

General Summary

Under the supervision of the Environmental Health Director, or direction of the Environmental Coordinator, inspects commercial, residential and public locations in the county to enforce federal, state and county sanitation and environmental health laws to safeguard the public health. Review plans, blueprints, and specifications for construction of new facilities or renovation of existing structures. May supervise other employees in assigned programs in the absence of the Environmental Health Director.

Essential Functions

1. Inspects and evaluates premises and establishments having public health significance, such as schools, public swimming pools, bathing beaches, dwellings, workplace, child care facilities, campgrounds, mobile home parks, waste disposal facilities, private and public water supplies and sites of alleged public health nuisances. Prepares reports and correspondence pertaining to activities.
2. Investigates complaint involving possible water pollution, insect and rodent infestation, and similar public health hazards and nuisances. Collects samples and specimens for laboratory analysis when appropriate.
3. Inspects licensed food service establishments for cleanliness, proper food handling practices, and compliance with sanitation standards. Inspects and licenses temporary food facilities. Reviews construction of new establishments and renovations of existing facilities.
4. Investigates food service complaints regarding improper food service practices, suspected food-borne illness outbreaks or adulterated food. Prepares and submits a formal report. Conducts illness investigation using accepted epidemiological methods.
5. Issues verbal and written orders to correct violations, re-inspects to ensure compliance, collects samples, takes pictures, prepares reports and initiates legal action, with approval of the director. Testifies at hearings and in court as necessary.
6. Reviews plans, blueprints, and specifications for construction of new facilities or renovations of existing structures for compliance with environmental health standards regarding structures for compliance with environmental health standards regarding sewage systems and water well development and advises

LAPEER COUNTY

HEALTH DEPARTMENT

owners, builders, architects, and others regarding prevention or correction of problems.

7. Assists the general public in the office or by telephone with their complaints and questions regarding sanitation and environmental health matters. Gives advice on the prevention and resolution of problem matters and responds to complaints regarding potential environmental concerns.
8. Works with various state agencies such as Department of Community Health, Environmental Quality, Agriculture, Natural Resources, and others to jointly resolve environmental and public health problems.
9. May post unsafe water supplies, unsafe bathing areas or other facilities deemed harmful to the public welfare.
10. Meets the community group and local agencies regarding prevention and resolution of environmental health problems. Provides education and technical assistance to the public regarding sanitation and environmental health matters.
11. Approves licenses and issues permits for facilities and locations that are in substantial compliance with applicable regulations as determined through an on-site inspection or evaluation.
12. Provides information to the public on interpretation of standards, analytical data, the significance and potential impact of various environmental hazards or public health concerns.
13. Provides education and technical assistance to the public regarding sanitation and environmental health matters.
14. Provides input on the development of environmental health policies, procedures, and codes.
15. Performs a variety of office activities such as the preparation of reports on activities. Recommends action to the Environmental Health Director in cases where conditions exist which may be injurious to the public health.
16. May train and/or consult with other Sanitarians and Registered Sanitarians.
17. May oversee or provide leadership to other employees in defined program areas.
18. May supervise other employees in the absence of the Environmental Health Director.

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19. Investigates complaints and documents conditions and issues corrective action orders. Reinspects as needed. Works in hazardous and sometimes hostile environments.
20. Conducts a variety of sampling and documents chain of custody, prepares for shipment. Reviews and analyzes results and determines status of facility.
21. Oversees maintenance and repair of county owned vehicles issued and operated.

Other Functions

None listed.

This list may not be inclusive of the total scope of job functions to be performed. Duties and responsibilities may be added, deleted or modified at any time.

Employment Qualifications

Education: Possession of a bachelor's degree in Environmental Health or related field, or equivalent experience.

Experience: Three years of experience equivalent to a Sanitarian.

Qualifications:

Extensive knowledge of Lapeer County Sanitary Code and policy as well as working relationships local officials and private contractors.

Knowledge of Environmental Health principals including geography, geology, hazardous materials, soil science, air quality and water resources.

Knowledge of public health safety including food service.

Knowledge of construction and plumbing practices.

Knowledge of practical engineering practices.

Effective time management and scheduling tasks in time allotted.

Mechanical competency.

Other Requirements: Possession of current registration as a Sanitarian in the State of Michigan or registered as an Environmental Health Specialist from the National Environmental Health Association. Possession of a valid Michigan driver's license.

The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.

FLSA Status:

LAPEER COUNTY

HEALTH DEPARTMENT

Worker's Compensation Code:

Occupational Employment Statistical Code:

Physical Requirements *{This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following requirements and working conditions. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements}:*

Walking over uneven terrain to inspect proposed subdivisions, campgrounds, and building sites.

Climbing up and down ladders to gain access to heating and ventilation systems.

Climbing up and down ladders to enter basements, crawl spaces, and attics.

Crawling in crawl spaces and under houses to inspect plumbing and well construction.

Bends, stoops, and kneels to inspect food service establishments, sewage treatment systems, water well construction sites, and other locations.

Ability to travel throughout the county to conduct inspections.

Ability to enter and access information using a computer.

Effective written and oral communication skills.

Working Conditions:

Works outside in various types of weather conditions.

Exposure to environmental hazards during course of investigations.

Works with hostile individuals during the course of investigation/enforcement functions.

Tami Tietz

From: Moses Sanzo
Sent: Friday, February 21, 2025 4:35 PM
To: Kathy Haskins
Cc: Dawn Diaz; Sheryl Sims; Tami Tietz
Subject: RE: Personnel

Hi Kathy,

I approve you posting to fill position #301. I'm sure you'll let us know if you get the rare find of a registered sanitarian.

Thanks, Moses

From: Kathy Haskins <khaskins@lapeercounty.org>
Sent: Friday, February 21, 2025 3:18 PM
To: Moses Sanzo <msanzo@lapeercounty.org>
Cc: Dawn Diaz <ddiaz@lapeercounty.org>; Sheryl Sims <ssims@lapeercounty.org>; Tami Tietz <ttietz@lapeercounty.org>
Subject: Personnel

Good afternoon,

Requesting authorization to post for and fill pos. #301, currently occupied by Ray Strasser (a registered sanitarian). Ray will be moving to the Sr. Reg. Sanitarian Pos. (305), previously occupied by Nathan Denney (who took the EH Director position).

As with the last, we would like to advertise this as for a Sanitarian OR Registered Sanitarian. I understand that we may need to look at the position in paycom, depending on which level we are able to hire, to ensure that there's not a problem with current designation and actual hire (pay rate differences). We'd obviously like to get a registered sanitarian, but know that the likelihood is that it will be a Sanitarian that we end up finding (but would like to be optimistic!)

Let me know if you have any questions.

Kathy

Kathy Haskins, MPH, BSN
Director/Health Officer
Lapeer County Health Department
khaskins@lapeercounty.org
810-245-5581

NOTICE: This e-mail, including attachments, is intended for the exclusive use of the addressee and may contain propriety, confidential or privileged information. If you are not the intended recipient, any dissemination, use, distribution or copying is strictly prohibited. If you have received this e-mail in error, please notify me via e-mail and permanently delete the original and destroy all copies. Thank you.

February 24, 2025

LAPEER COUNTY HEALTH DEPARTMENT

JOB POSTING

**Position: Environmental Health –
Sanitarian OR Registered Sanitarian**
Part-time union position with benefits

Job Responsibilities: See attached Job Description.

Qualifications & Requirements:

- **Sanitarian Position:**
Possession of Bachelor's Degree in Environmental Health or a related field or equivalent experience. No previous experience is required. Six month break-in period. Valid Michigan driver's license. Entry level \$23.97
- **Registered Sanitarian Position:**
Possession of a Bachelor's Degree in Environmental Health or a related field. 3 years of equivalent experience to a Sanitarian. Extensive knowledge of Lapeer County Sanitary Code & policies. Knowledge of EH principles of public health safety, including food service. Knowledge of construction, plumbing, practical engineering and time management. Possession of a valid Michigan driver's license. Entry level \$24.90

Compensation:

Salary: Entry level: \$23.97 hr/\$25.90 hr

Supply application (resume preferred) to:

Lapeer County Health Department
1800 Imlay City Road
Lapeer, MI 48446
Attention: Tami Tietz

Application Deadline: Until Position is filled

POS # 301
Posted/Removed: _____

LAPEER COUNTY JOB POSTING

DEPARTMENT: HEALTH DEPARTMENT

Position Title: SANITARIAN OR REGISTERED SANITARIAN

301

- ☒ Covered by Collective Bargaining Agreement
☐ Not Covered by a Collective Bargaining Agreement

Job Responsibilities: SEE ATTACHED

Qualifications & Requirements: (Also see Job Description for said position)

Education: SANITARIAN - BACHELOR'S DEGREE IN ENVIRONMENTAL HEALTH OR RELATED FIELD.
REG. SANI - BACHELOR'S DEGREE IN ENVIRONMENTAL HEALTH OR RELATED FIELD. REGISTERED AS SANI.

Experience: 3 YEARS EXPERIENCE FOR REGISTERED SANITARIAN

Hours of Work per Week: 40

- ☒ Full Time
☐ Part-Time
☐ Variable

Rate of Pay:

Annual Salary \$ _____ OR

Hourly:	Entry	\$ <u>23.97/25.90</u>	
	6 Months	\$ <u>25.77/27.84</u>	(after 6 month anniversary)
	Step I	\$ <u>27.57/29.78</u>	(after 1 year anniversary)
	Step II	\$ <u>29.73/32.12</u>	(after 2 year anniversary)
	Step III	\$ <u>31.89/34.43</u>	(after 3 year anniversary)
	Step IV	\$ <u>34.20/36.94</u>	(after 4 year anniversary)

County Benefits:

- ☒ Eligible
☐ Not Eligible

Apply:

- ☐ Submit County Application (Must be complete)
☒ Submit County Application AND Resume (Must be complete)

To: LAPEER COUNTY HEALTH DEPARTMENT

Attn: TAMI TIETZ

1800 IMLAY CITY ROAD

LAPEER, MI 48446

Email: ttietz@lapeercounty.org

Application Deadline:

Date: _____ Time: _____

- ☒ May Remain Open Until Filled

EOE

Posting Date: _____
Removed: _____

LAPEER COUNTY

HEALTH DEPARTMENT

SANITARIAN

General Summary

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LAPEER COUNTY

HEALTH DEPARTMENT

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Other Functions

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LAPEER COUNTY

HEALTH DEPARTMENT

Employment Qualifications

Education: Possession of a bachelor's degree in Environmental Health or related field, or equivalent experience.

Experience: This is an entry level position. No previous experience is required. Six-month break-in period.

Qualifications:

Knowledge of general environmental health topics.

Knowledge of sanitation code, state laws, and federal laws in regard to common environmental health.

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LAPEER COUNTY

HEALTH DEPARTMENT

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Ability to travel throughout the county to conduct inspections.

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Working Conditions:

Works outside in various types of weather conditions.

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LAPEER COUNTY

HEALTH DEPARTMENT

REGISTERED SANITARIAN

General Summary

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HEALTH DEPARTMENT

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LAPEER COUNTY

HEALTH DEPARTMENT

19. Investigates complaints and documents conditions and issues corrective action orders. Reinspects as needed. Works in hazardous and sometimes hostile environments.
20. Conducts a variety of sampling and documents chain of custody, prepares for shipment. Reviews and analyzes results and determines status of facility.
21. Oversees maintenance and repair of county owned vehicles issued and operated.

Other Functions

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Employment Qualifications

Education: Possession of a bachelor's degree in Environmental Health or related field, or equivalent experience.

Experience: Three years of experience equivalent to a Sanitarian.

Qualifications:

Extensive knowledge of Lapeer County Sanitary Code and policy as well as working relationships local officials and private contractors.

Knowledge of Environmental Health principals including geography, geology, hazardous materials, soil science, air quality and water resources.

Knowledge of public health safety including food service.

Knowledge of construction and plumbing practices.

Knowledge of practical engineering practices.

Effective time management and scheduling tasks in time allotted.

Mechanical competency.

Other Requirements: Possession of current registration as a Sanitarian in the State of Michigan or registered as an Environmental Health Specialist from the National Environmental Health Association. Possession of a valid Michigan driver's license.

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FLSA Status:

LAPEER COUNTY

HEALTH DEPARTMENT

Worker's Compensation Code:

Occupational Employment Statistical Code:

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Climbing up and down ladders to gain access to heating and ventilation systems.

Climbing up and down ladders to enter basements, crawl spaces, and attics.

Crawling in crawl spaces and under houses to inspect plumbing and well construction.

Bends, stoops, and kneels to inspect food service establishments, sewage treatment systems, water well construction sites, and other locations.

Ability to travel throughout the county to conduct inspections.

Ability to enter and access information using a computer.

Effective written and oral communication skills.

Working Conditions:

Works outside in various types of weather conditions.

Exposure to environmental hazards during course of investigations.

Works with hostile individuals during the course of investigation/enforcement functions.