

**CIVIL SERVICE COMMISSION
WATERBURY, CONNECTICUT**

OPEN COMPETITIVE EXAM #1972

OPEN COMPETITIVE EXAMINATION FOR: CHIEF SANITARIAN

SALARY: \$65,376.16 ~ \$77,262.74 PER YEAR

FRINGE BENEFITS: Choose from three available health insurance plans (employee contributions vary) Prescription Drug Rider, Dental Plan, Group Life Insurance for Individual; Retirement Plan; paid Holidays; paid Vacation Days; paid Sick Days; paid Personal Days.

LAST DAY FOR FILING APPLICATIONS

Applications, which may be obtained by visiting our website at www.waterburyct.org or at the Civil Service Office, Chase Municipal Building, 236 Grand St., Waterbury, CT 06702 & must be on file by 4:50 p.m. on:

SEPTEMBER 23, 2011

IMPORTANT:

1. Veterans – Veteran's points will be awarded in accordance with the Connecticut State Statute. Five (5) for non-disabled veterans, ten (10) for disabled veterans. Proper documentation must be submitted to the Personnel Director before the date of the examination.
2. Residents – Residency points shall be added in accordance with the amendment to the Civil Service Ordinances dated March 18, 2011. Proper documentation and proof of residence must be submitted no later than the closing date for applications.

EXAMPLES OF WORK: (Illustrative only)

Plans, directs, assigns and supervises the work of all Sanitarians;

Directs the systematic inspection of the private and public dwellings, including food service establishments, child day care centers, etc;

Supervises and/or reviews plans and specifications for all new or renovated food service establishments, swimming pools, etc.

Reviews plans and specifications and inspects proposed new/existing building sites for onsite sewage disposal facilities and issues permits if sewage facilities meet standards;

Supervises training program in all phases of public and/or environmental health for Sanitarians including the use of instruments used in air pollution survey work;

Develops forms, systems, procedures and methods of record keeping for the various phases of the public and/or environmental health program;

Prepares monthly, annual and special reports;

Supervises the disposal of foods damaged by fire, flood and other causes;

Confers and cooperates with other municipal, state and federal agencies concerned with problems in environmental health;

Assists in the preparation of court cases;

Investigates mosquito and ragweed complaint areas and has areas treated or filled to eliminate problems;

Attends professional meetings and conferences;

Responds to emergency situations and assign personnel to respond to emergency situations;

Performs other related work as required.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES:

Comprehensive knowledge of modern principals and practices, methods and techniques of public and/or environmental health; comprehensive knowledge of Waterbury Housing Code, state and local laws, codes, and regulations pertaining to the field of public and/or environmental health; thorough knowledge of sanitary sciences, including Bacteriology, Chemistry, Pest Control; ability to obtain the cooperation of the general public in establishing and maintaining maximum standards in the interest of public health; ability to assign, train, supervise and evaluate work of staff members; ability to establish and maintain effective working relationships with city, state and federal officials, subordinates and representatives of allied and cooperating agencies; Must be available to accomplish this work after hours.

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IN ORDER TO BE CONSIDERED FOR THIS POSITION YOU MUST INDICATE ON YOUR APPLICATION THAT AS OF THE CLOSING DATE YOU HAVE THE FOLLOWING EXPERIENCE:

Master's Degree in Public Health, or related field and at least three years of progressively responsible experience in providing services in the area of public and/or environmental health; or, Bachelor's Degree in Public Health or related field and at least five years of progressively responsible experience in providing services in the area of public and/or environmental health.

(Please submit a copy of Degree or Transcripts at time of application)

SPECIAL REQUIREMENTS:

Must obtain within twelve (12) months of appointment a State of Connecticut Registered Sanitarian License, State of Connecticut Lead Inspection Certification and a State of Connecticut Certified Food Inspector Certification and;

(Please submit a copy at time of application)

Must be in possession of a valid drivers' license with a good driving history.

(See statement below)

In order to verify possession of the appropriate Driver's License and good driving history, applicants will now be required to provide the H.R. Office with a Driving History Report that is less than 30 days old. Only reports generated by the Department of Motor Vehicle will be accepted. This information will be specifically requested of the applicants at the time that a conditional offer is made. In the event that a report is not supplied within (7) seven days or the H.R. Director deems your driving history to be poor, the conditional offer may be rescinded.

This position is covered under the written agreement between the City of Waterbury and the Waterbury Municipal Administrator Association Union.

APPEAL PROCESS: An applicant may appeal a notice of rejection of his/her application to the Civil Service Commission within seven (7) days of receipt of such notice.

Please notify the Civil Service Office of a change in address. Notification will be mailed to the address written on your application.

THE CITY OF WATERBURY IS AN EQUAL OPPORTUNITY EMPLOYER
E.O.E. M/F/H/V

9/9/11 mj