

## **SUPERVISING PUBLIC HEALTH ENGINEER**

### **DISTINGUISHING FEATURES OF THE CLASS:**

The work involves responsibility for supervising the engineering section of the Health Department's Division of Environment Health Services. An employee in this class will be required to give final approval to engineering plans prepared and/or reviewed by other staff members and issue permits. The incumbent of this position may be designated a delegated field engineer by the New York State Departments of Health and Environmental Conservation. The work is performed under the general supervision of the Director of Environmental Health Services. Supervision will be exercised over the work of a staff of subordinate employees.

### **TYPICAL WORK ACTIVITIES:**

1. Manages and supervises the engineering section of the Division of Environmental Health Services;
2. Reviews and gives final approval to engineering plans prepared and/or reviewed by other staff members;
3. Coordinates permit issuance and application review procedures, with New York State Departments of Health and Environmental Conservation;
4. Provides technical assistance to other engineering staff members;
5. Initiates, evaluates, and prescribes new procedures, policies, and guidelines for engineering section;
6. Participates in enforcement process, including arranging and conducting informal hearings, assists in the preparation of enforcement proceedings, prepares documentation, and testifies at formal hearings;
7. Assigns work to engineering staff;
8. Advises Health Commissioner and Director of Environmental Health Services on engineering matters;
9. Provides advice and assistance on public health engineering matters to consulting engineers, local officials, and the public;
10. Issues permits as recommended by staff members;
11. Prepares reports and maintains records as necessary;
12. Represents the Health Department at meetings and conferences;
13. Performs detailed engineering work in absence of subordinates;
14. Does related work as required.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:**

Comprehensive knowledge of the principles, practices, techniques, and administration of public and environmental health engineering programs including, but not limited to air pollution, water pollution, solid waste facilities, subdivisions, SPDES (State Pollutant Discharge System) and SEQR (State Environmental Quality Review Act) permit programs, water supplies and Purification, and sewerage and sewage disposal, thorough knowledge of laws, codes, rules, and regulations applicable to environmental health engineering programs, ability to plan, develop, direct and administer public and environmental health engineering techniques and practices; ability to supervise the work of others; ability to establish effective working relationship with a wide variety of individuals and agencies; initiative and resourcefulness in solving difficult public and environmental health engineering problems; physical condition commensurate with the demands of the position.

**SUPERVISING PUBLIC HEALTH ENGINEER** (Cont'd)

**MINIMUM QUALIFICATIONS:**

EITHER:       (A)     One (1) year as a Senior Public Health Engineer;

OR:            (B)     Two (2) years as a Public Health Engineer.

**SPECIAL REQUIREMENTS:**

1.       Eligibility for a New York State Professional Engineering license. Possession of license at time of appointment.
  
2.       Individuals meeting the above requirements may apply for a certificate as a Supervising Public Health Engineer issued by the Division of Environmental Health Services of the Dutchess County Health Department. Possession of this certificate is required at time of appointment.

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ADOPTED:    10/09/80

REVISED:    01/12/82       01/14/82       07/01/91