

Winslow Indian Health Care Center

Job Vacancy Announcement #WDH-18-35



POSITION TITLE: Environmental Health Specialist (Registered Sanitarian) CLOSING DATE: Open until filled

Position Summary:

Under general supervision of the Division Director of Community Health Services, promotes a comprehensive Environmental Health Services Program and works to maintain environmental health for the WIHCC's service areas. Acts in the capacity as the Lead Department of Environmental Health. Uphold the principles of WIHCC's Vision, Mission, and Value Statements. Maintains confidentiality of all privileged information at all times.

This list of duties and responsibilities is illustrative only of the tasks performed by this position and is not all-inclusive.

Essential Duties & Responsibilities:

- Maintains regular attendance and punctuality.
- Evaluates community water supplies, wastewater treatment facilities and soiled waste disposal sites. Compares findings with requirements of the Safe Drinking Water Act, Clean Water Act, Resource Conservation and Recovery Act, and Toxic Substance Control Act. Makes appropriate recommendations in accordance with recognized tribal, state, and/or federal standards.
- Provides environmental evaluations of food service facilities (tribal, commercial, BIA, and IHS). Compares results to FDA and tribal codes. Keeps current on information pertaining to food handling and shares this information with appropriate individuals. Provides food handler training and other food sanitation training as needed.
- Conducts environmental evaluations of institutional facilities, such as schools, preschools, adult and juvenile detention, senior citizen, group homes, foster homes, mortuaries, and health care facilities.
- Analyzes the policies and procedures used by institutions, in the areas of life safety, infection control, safety management, industrial hygiene and operation and maintenance. Make recommendations to officials on how to correct identified deficiencies and improve policies and procedures.
- Performs environmental assessments of recreational facilities including campgrounds and public swimming pools; makes recommendations in accordance with tribal, state, or federal standards.
- Conducts other evaluation activities as deemed necessary for the protection of public health.
- Serves on the EPI Response Team following the WIHCC DEHS environmental health and standardized Zoonotic and Enteric Policies and Procedures.
- Conducts epidemiological investigations involving outbreaks of disease and/or injuries to limit the spread and to prevent future cases. Examples of diseases of concern are hepatitis, plague, shigella, salmonella, hydatid, legionella, Hantavirus, West Nile, etc.
- Recommends control activities that may require a combination of steps involving health education, improvements in sanitation facilities, coordination with Medical Staff to improve and promote quality.
- Develops, organizes, and conducts educational programs for school groups, BIA, tribal, PHS, commercial staff or individuals on a wide-range of topics involving environmental health.
- Meets with tribal, state, BIA and other resource officials regarding coordination of activities involving environmental health on the Navajo Nation.
- Reviews plans and specifications on new construction or major renovations of PHS, BIA, state, tribal, or private commercial establishments in the service units. Provides recommendations based on the Code interpretations and regulations.
- Provides consultation to physicians, nurses, BIA staff and Navajo tribal officials on a wide-range of environmental health issues.
- Maintains confidentiality regarding administrative and patient issues.
- Exercises discretion and judgment when scheduling appointments, survey, epidemiological investigations, screening calls, and when coordinating work with other internal and external departments, agencies or the community.
- Participates in mandatory in-services regarding Fire Safety and OSHA.
- Conducts injury surveillance activities, evaluates data and makes recommendations to appropriate officials on reducing or eliminating injury risk factors.
- Keeps current on the process for applying for Injury Prevention funds.
- Adheres to all professional and ethical behavior standards of the healthcare industry.
- Adheres to WIHCCs Personnel Policies and Procedures, departmental policies, rules, and regulations.

- Interacts in an honest, trustworthy and dependable manner with patients, employees, visitors, and vendors.
- Possesses cultural awareness and sensitivity.
- Performs other duties as assigned.

Minimum Qualifications:

Bachelor's Degree in Environmental Sciences or related field and three to five years of experience in progressively responsible positions in the environmental health, and injury prevention field. Registered Sanitarian certification required. Master's Degree preferred. Bilingual skills in English and Navajo language preferred. Must maintain a valid unrestricted and insurable driver's license. Must successfully pass a background investigation and maintain suitable requirements for a Child Care position. This position is considered as a Child Care position, which requires a satisfactory background check investigation and is subject to the requirements of the Indian Child Protection and Family Violence Prevention Act, as amended (henceforth referred as the ICPFVP Act).

Knowledge, Skills, Ability:

- Knowledge of applicable federal, state, county and local laws, regulations, and requirements.
- Knowledge of the principles of environmental health and disease prevention.
- Knowledge of the techniques, methods and devices used to obtain samples for testing.
- Knowledge of and ability to prepare Environmental Site Assessments.
- Knowledge of principles and practices of injury prevention.
- Knowledge of strong, efficient work ethics in the workplace.
- Knowledge of leadership principles.
- Skill in maintenance of accurate records and identification of resource conditions and problems of on-going projects.
- Skill in operating business computers and office machines, including in a Windows environment, specifically Word, Excel, Access, presentation software (such as PowerPoint).
- Skill in use of photographic equipment and other surveying instruments for documentation purposes.
- Ability to exercise independent judgment.
- Ability to work independently and meet strict time lines.
- Ability to train with courses in computer system.
- Ability to complete and successfully pass the Indian Health Service's Injury Prevention Practitioners Course (Level I, II, III), and/or the injury Prevention Fellowship Program.
- Ability to stand and walk on uneven surfaces or unstable ground for prolonged periods.
- Ability to drive/travel over rough terrain.
- Ability to be dependable in attendance and job performance.
- Ability to meet attendance, overtime (if necessary), and other reliability requirements of the job.
- Ability to accept and learn from constructive feedback.
- Ability to effectively communicate both in written and verbally.
- Ability to provide exemplary customer service at all times.
- Ability to interact positively with others and possess great interpersonal skills.
- Ability to multitask and perform well under pressure.
- Ability to have self-confidence.
- Ability to be a great team player.
- Ability to accept and learn from supervisor/peer critique.
- Ability to be flexible and adaptable to the changing needs of the organization.

Physical Demands:

While performing the duties of this job, the employee regularly is required to walk; sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to stand; climb or balance; and stoop, kneel, crouch, or crawl. The employee frequently is required to taste or smell. The employee must occasionally lift and/or move up to 50 pounds.

Work Environment:

Work is performed in an office setting or outdoor work environment with a moderate noise level. Work environment may involve exposure to physical risks, such as blood borne pathogens and operating dangerous equipment or working with chemicals. Evening and/or weekend work may be required. Extended hours and irregular shifts may be required.

As required by P.L. 93-638, absolute preference will be given to qualified Navajo applicants. If there is no qualified Navajo applicant, preference will be given to qualified American Indian applicants.