

**Internal / External
20-64**

Position:	PUBLIC HEALTH INPSECTOR		Number of Positions:	1
Classification:	TEMPORARY	NON-UNION	FTE:	1.0 = 35 HOURS PER WEEK
Department:	ENVIRONMENTAL HEALTH		Program:	GENERAL
Location:	COOKSTOWN		Anticipated Date of Hire:	NOVEMBER 16, 2020
Salary Range:	\$41.96 – \$46.98 HOURLY		Position Duration:	Anticipated to last up to MAY 14, 2021, which may be subject to an extension if required
			Posting Date:	OCTOBER 14, 2020
Criminal Record Check:	Required <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		Vulnerable Sector Screening:	Required <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO

Purpose of Position:

As an integral member of the public health team to provide public health services based on the principles of health protection, health promotion and disease prevention, and offer educational services and advice to encourage community planning that provides a healthy and safe environment. Responsibilities include investigating and identifying hazards in a variety of settings, and providing information, direction and/or order to eliminate or ameliorate hazardous conditions.

Public Health Inspectors (PHIs) are statutory officials under the Health Protection and Promotion Act and related regulations. Services provided to the community are defined in the Health Protection and Promotion Act and the Ministry of Health’s Ontario Public Health Standards: Requirements for Programs, Services and Accountability.

See Public Health Inspector position description for further details of the Public Health Inspector role.

Responsibilities:

Actively participate in the delivery of Public Health programs; ensure compliance with regulatory standards & Ontario Public Health Standards related to health protection and promotion, on behalf of the agency;

Provide public health services based on the principles of health protection, health promotion and disease prevention; offer advice and educational services to encourage community planning and healthy and safe environment; enforce legislation;

Represent the agency in legal proceedings;

Contribute to team and agency effectiveness.

Specific knowledge, skills, abilities:

- Advanced investigative and observational skills;
- Advanced oral and written communication skills;

- Advanced negotiation and collaboration skills;
- Advanced organization and time management skills;
- Advanced priority setting skills, and decision-making skills;
- Intermediate knowledge of all relevant legislation and standards, including the judicial process as related to environmental and public health;
- Intermediate knowledge of municipal, provincial and federal structures, assigned roles and responsibilities and processes;
- Intermediate knowledge of scientific and technical aspects related to environmental health issues;
- Intermediate knowledge of health promotion theory and principles;
- Intermediate to advanced knowledge of infection prevention & control strategies/practices;
- Intermediate epidemiological knowledge and skills;
- Intermediate knowledge and experience in risk assessment, risk management and risk communication;
- Diplomacy and political astuteness;
- Basic skills in Microsoft Word, Excel, PowerPoint and Outlook;
- Valid driver's license and reliable vehicle or the ability to travel in a timely and efficient manner to locations within and outside the health unit district;
- Able to work independently within established parameters and to function effectively as a member of a team.

Education:

Bachelor Degree in Applied Science in Environmental Health, or equivalent AND a Certificate in Public Health Inspection (Canada).

Related Experience:

Certified Public Health Inspector's with less than one year experience may be considered.

Preference will be given to candidates with the following qualifications which are considered assets in this competition:

Regular membership with the Canadian Institute of Public Health Inspectors (CIPHI).

Deadline: 4:00 pm, TUESDAY, OCTOBER 27, 2020

This is an internal non-union posting. External applicants may be considered when the internal recruitment process does not result in a successful internal candidate.

For further details: refer to the PUBLIC HEALTH INSPECTOR COORDINATOR position description on our website at www.simcoemuskoka.org.

If interested in applying for this position, forward résumé with cover letter to Human Resources at hr@smdhu.org referencing posting # **20-64** in the subject line

For internal SMDHU applicants interested in applying for this position, please forward your completed application to Human Resources at hr@smdhu.org referencing posting #**20-64** in the subject line. Your formal application consists of submitting both an up to date résumé and a separate cover letter outlining how you meet the requirements and qualifications of this position. Please ensure you indicate in your application that you have the requirements and qualifications listed for this position otherwise it will be deemed you do not have them.

For External Applicants Only:

If interested in applying for this position, forward résumé with cover letter to Human Resources at hr@smdhu.org referencing posting # **20-64** in the subject line.

Due to the large volume of applications we receive, and to ensure your application is given due consideration, we kindly request all applications for this position include both an up-to-date resume, and a detailed cover letter including specific examples of how you meet the required qualifications and skills for this position. The cover letter is to clearly identify:

- a. How your education meets the educational requirements listed.
- b. How your experience meets the experience requirements listed.
- c. How your experience meets each of the required knowledge, skills and abilities listed.
- d. How your education and/or experience meet each of the listed assets, which are considered preferences.

Applicants who fail to satisfactorily provide the information requested above in their cover letter will be deemed to not meet the minimum job requirements listed in this job posting. Accordingly, their application will not be considered in this competition.

Following submission of your e-mailed cover letter and resume, you will receive a standard reply e-mail confirming your e-mail was received by SMDHU. If you do not receive this confirmation e-mail your electronic application was not received and you will not be considered. Also, if SMDHU's confirmation e-mail is dated/timed after the posting deadline, your application will not be considered.

If selected for an interview, candidates may be assessed through testing and/or by providing a presentation/portfolio highlighting examples of their work that is applicable to the position being applied to.

The Simcoe Muskoka District Health Unit is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process upon request. Due to the number of qualified applications we receive, only those selected for an interview will be contacted. All candidates must be legally entitled to work in Canada.