

**SANITATION INSPECTOR**

**CLASS NO. 2105**

**EEOC CATEGORY: Technicians**

**PAY GROUP: 13**

**FLSA: Non-Exempt**

**SUMMARY OF POSITION**

Performs routine inspection work in the environmental health control field in order to ensure public conformance with duly established state and county health regulations

**ORGANIZATIONAL RELATIONSHIPS**

1. Reports to: Environmental Health Director.
2. Directs: This is a non-supervisory position.
3. Other: Has contact with local, county, and state departments, and the general public.

**EXAMPLES OF WORK<sup>1</sup>**

**Essential Duties**

Inspects restaurants, grocery stores, institutions, and schools for cleanliness, sterilization, temperature of refrigerators, and other health requirements;

Inspects septic systems to see that they are installed in accordance with state and county requirements;

Inspects day care, foster home, and nursing home facilities to ensure compliance with sanitation laws and regulations;

Collects fees associated with inspections and issues permits as required;

Investigates complaints and reported or suspected violations of sanitation regulations, including food and water contamination, illegal dumping, illegal burning, high grass, and dilapidated structures;

Assists with design and redesign of new and existing septic systems to meet state and county health codes;

Collects water samples for lab tests and analysis;

Prepares and submits reports and records of duties performed, and maintains necessary files;

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<sup>1</sup> For the purpose of compliance with the Americans with Disabilities Act (ADA), this job description does not take into account potential reasonable accommodations.

Appears in Justice of the Peace, County Court and District Court for violations filed; and

Assists and works in conjunction with other state and county agencies.

#### Other Important Duties

Required to attend continuing education as required by law and/or Environmental Health Director; and

Performs such other related duties as may be assigned.

#### **PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT<sup>2</sup>**

Ability to lift 10-25 pounds frequently and 25-50 pounds occasionally;

Frequent reaching with arms, bending, twisting, standing, walking, stooping, and climbing stairs; and

Constant sitting and/or use of computer and office equipment.

#### **REQUIRED TO ACQUIRE THE FOLLOWING KNOWLEDGE, SKILLS, AND ABILITIES**

*Knowledge of:* basic bacteriology, epidemiology, and plumbing principles; principles and practices of environmental sanitation; and state regulatory requirements related to environmental health.

*Skill/Ability to:* operate transit level to determine land elevations; demonstrate proficiency in both oral and written communication; operate typewriter and/or computer using standard word processing software; establish and maintain effective working relationships with co-workers and the general public.

#### **ACCEPTABLE EXPERIENCE AND TRAINING**

High school diploma, or its equivalent;

*Or* any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

#### **CERTIFICATES AND LICENSES REQUIRED**

Appropriate Texas driver's license; and

Registered inspector and/or on-site sewage facility inspector certificate within one (1) year and maintain certificate as required by law.

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<sup>2</sup> Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of the job.