

Job Listing:ENVIRONMENTAL HEALTH SPECIALIST I (19989)

Requisition ID **19989** - Posted **10/07/2022** - **West Chicago** - **245 W Roosevelt Rd**

Job Family (1) - **Chicago Region** - County (1)

Job Listing Detail

Agency : Department of Public Health

Office: Health Protection

Division: Environmental Health

Posting ID: 53-23-0066, 53-23-0067 & 53-23-0068

Posted: 10/7/2022 - 10/21/2022

Salary: \$4164-\$5982/month

Job Type: Salaried Full Time

County: DuPage

Number of Vacancies: 3

Plan/BU: RC062

This position is a union position; therefore, provisions of the relevant collective bargaining agreement/labor contract apply to the filling of this position.

All applicants who want to be considered for this position MUST apply electronically through the illinois.jobs2web.com website. State of Illinois employees should click the link near the top left to apply through the SuccessFactors employee career portal. Applications submitted via email or any paper manner (mail, fax, hand delivery) will not be considered.

Posting Identification Number

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Agency Marketing Statement

The Illinois Department of Public Health (IDPH) is tasked with the oversight of communities within Illinois to achieve and maintain optimal health and safety. With an annual budget of over \$600 million in state and federal funds, 7 regional offices, 3 laboratories and over 1,100 employees, IDPH is equipped to fulfill its mission of protecting the health and wellness of the people of Illinois through the prevention, health promotion, regulation and control of disease and injury.

Position Overview

The Illinois Department of Public Health is seeking a highly motivated individual to serve as an Environmental Health Specialist. Performs highly technical work within several multiphase Office of Health Protection Programs in the regional office.

Job Responsibilities

1. Under immediate supervision:

- Performs elementary professional environmental investigations, collecting samples, investigating complaints, and providing detailed technical reports for supervisory review and approval.
- Travels to observe and participate in, the conduct of routine on-site investigation and sample collection for Office of Health Protection Programs and regulated entities to determine compliance with program mandates.

2. Prepares detailed reports on investigation findings, sample reports and corrective action necessary for compliance with applicable mandates and regulations.

- Participates in the investigation of complaints and prepares materials for supervisory review and consideration with respect to potential violations.

3. Participates in conferences, consultations and corrective action planning with owners, the public, program partners and the regulated industry related to applicable environmental programs.

4. Attends and completes mandatory knowledge-based and practical training required by the Office of Health Protection standard operating procedure and program requirements for regional program activities.

- Receives training and orientation in the collection of data, documentary evidence, sample collection, environmental standard methods, laws, regulations, policies, and procedures with respect to the applicable environmental programs.

5. Performs other duties as required or assigned, which are reasonably within the scope of the duties enumerated above.

Minimum Qualifications

1. Requires possession of a Bachelor's Degree from an accredited university or college with a minimum of 30 semester hours in the physical and/or biological sciences.

Preferred Qualifications

1. Elementary knowledge of local, state and federal environmental health and public health laws and regulations.
2. Elementary knowledge of database information systems.
3. Ability to communicate effectively both verbally and written.
4. One year of experience in environmental field sampling equipment and testing techniques.
5. Excellent computer skills and work experience in Microsoft software products including Word, Excel, Powerpoint, etc.

Conditions of Employment

1. Requires the ability to travel extensively within the state.
2. Requires a current and valid driver's license.

Work Hours: Monday - Friday 8:30 a.m. to 5:00 p.m.

Work Location: 245 W Roosevelt Rd West Chicago, IL 60185-3739

Job Family: Sciences and Natural Resources

This position [DOES/DOES NOT] contain "Specialized Skills" (as that term is used in CBAs).

APPLICATION INSTRUCTIONS

Use the “Apply” button at the top right or bottom right of this posting to begin the application process.

If you are not already signed in, you will be prompted to do so.

State employees should sign in to the career portal for State of Illinois employees – a link is available at the top left of the Illinois.jobs2web.com homepage in the blue ribbon.

Non-State employees should log in on the using the “View Profile” link in the top right of the Illinois.jobs2web.com homepage in the blue ribbon. If you have never before signed in, you will be prompted to create an account.

If you have questions about how to apply, please see the following resources:

State employees: Log in to the [career portal](#) for State employees and review the [Internal Candidate Application Job Aid](#)

Non-State employees: on Illinois.jobs2web.com – click “Application Procedures” in the footer of every page of the website.

The main form of communication will be through email. Please check your “junk mail”, “spam”, or “other” folder for communication(s) regarding any submitted application(s). You may receive emails from the following addresses:

- donotreply@SIL-P1.ns2cloud.com
- systems@SIL-P1.ns2cloud.com