

City of New York
DEPARTMENT OF ENVIRONMENTAL PROTECTION
Citywide Job Vacancy Notice

Civil Service Title: Administrative Public Health Sanitarian	Level: M2
Title Code No: 82989	Annual Salary: \$54,740 / \$59,032 - \$146,276
Office Title: EHS Program Development Manager	Work Location: 59-17 Junction Blvd., Flushing, NY
Division/Work Unit: Bureau of Water & Sewer Operations/Environmental Health & Safety	Number of Positions: 1
Hours/Shift: 35 Hours per week/Day	Agency Tracking #: N/A

Job Description

Working in the Bureau of Water and Sewer Operations Environmental, Health and Safety Division, Program Development Section, the selected candidate will serve as the Environmental Health and Safety Program Development Manager and will be responsible for administering the internal audit program; coordinating the Office of Environmental Health and Safety audit program with Bureau staff; managing regulatory permits Bureau wide; managing and shaping the Environmental Health and Safety training program, which includes regulatory based and equipment specific training components; streamlining and strengthening communications between BWSO operations and Environmental Health and Safety; implementing the Agency Environmental Health and Safety strategic goals at the Bureau level; tracking metrics, identifying new metrics, and trending analysis to ensure goals are being met; making recommendations aimed at continually improving Environmental Health and Safety programs and identifying program areas where additional focus is needed; and will manage and supervise a staff.

Qualification Requirements

1. A baccalaureate degree from an accredited college, including or supplemented by 30 credits in the biological and/or physical sciences, and four years of satisfactory full-time experience performing inspections to assure compliance with pertinent laws, rules and regulations governing the areas of food, drugs, and general environmental sanitation, eighteen months of which must have been in an administrative, managerial or executive capacity, or in supervising a staff performing food, drug, and general environmental sanitation inspections or related work; *or*
2. An associate degree from an accredited college including or supplemented by 12 credits in the biological and/or physical sciences, and six years of satisfactory full-time experience as described in "1" above.
3. Education and/or experience equivalent to "1" or "2" above. However, all candidates must have at least 60 credits from an accredited college, including 12 credits in the biological and/or physical sciences, and at least two years of experience as a public health sanitarian, including or supplemented by eighteen months of experience in an administrative, managerial, executive or supervisory capacity as described in "1" or "2" above.

Essential Skills

N/A

To Apply:

Please submit 2 copies of your resume placing the JVN# on the upper right corner of your resume.

The JVN# is located at the lower right corner of this page.

NYC Department of Environmental Protection

Recruitment Office: 59-17 Junction Boulevard -18th Floor - Flushing - NY 11373-5108

OR

Via E-mail, please submit your resume in Adobe PDF or Microsoft Word placing the JVN# on the upper right corner of your resume as well as in the subject line to:

Recruit@dep.nyc.gov

For more information about DEP, visit us at: www.nyc.gov/dep

Residency restrictions apply to this position.

Appointments are subject to OMB approval.

Post Date: 09/23/2011	Post Until: Filled	JVN: 826-12-93551-WSO
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The City of New York is an Equal Opportunity Employer