



A Tradition of Stewardship
A Commitment to Service

COUNTY OF NAPA
Human Resources
1195 Third Street, Suite 110
Napa, CA 94559
707-253-4303

<http://www.napacountycareers.com>

INVITES APPLICATIONS FOR THE POSITION OF:

Environmental Health Specialist I/II (Pollution Prevention/CUPA)

An Equal Opportunity Employer

SALARY

\$36.26 - \$50.95 Hourly

OPENING DATE: 03/20/23

CLOSING DATE: 04/03/23

JOB TYPE: Full Time

Job Category: Environmental Services

DEPARTMENT: Planning, Building & Environmental Services

LOCATION: County Administration - 1195 Third Street, Napa

THE NAPA VALLEY



Internationally known for its fine wines exciting restaurants and world-class resorts, is home to 140,000 residents who share a strong sense of community and a legacy of preserving and protecting our rich agricultural heritage.

Located in the heart of California's preeminent wine region, the Napa Valley is also part of the dynamic San Francisco Bay Metropolitan Area. With its sunny Mediterranean climate and proximity to the mountains and ocean, the Valley offers residents easy access to virtually unlimited shopping, dining, cultural and recreational opportunities.

The Napa Valley's strategic location, natural and cultural resources, history of responsible land use planning and attractive quality of life provide the ideal mix of small town living and big city amenities.

https://www.youtube.com/embed/u_Q6rLKW3Jw

COUNTY OF NAPA AS AN EMPLOYER



As an organization, Napa County is dedicated to improving the lives of our citizens and reflecting the best of the community's values: Respect,

Accountability, Dedication, Integrity and Innovation. Learn more [HERE](#).

THE POSITION



The Department of Planning, Building, & Environmental Services (PBES) serves our community by enforcing a fair, efficient, and open process that balances the diverse needs of agriculture, the economy, health and safety, and the environment. As a member of PBES you will work alongside employees from the following PBES Divisions: Building, Code Enforcement, Engineering, Environmental Health, Natural Resources, Parks, Planning, and Staff Services.

Learn more about PBES [HERE](#).

Environmental Health

The Environmental Health Division is responsible for implementation of State and local programs with the goal of protecting public health, including permitting and inspections of retail food facilities, public pools, employee housing camps, mobile home parks, small water systems, on-site wastewater systems, wells, groundwater permits, facilities that possess and store hazardous materials, underground or above ground storage tanks. Environmental Health staff also provide emergency response support and oversight of cleanup of sewage and hazardous materials releases. Staff work under the authority of the County Public Health Officer to respond to health emergencies.

About the Position

The Environmental Health Specialist I/II conducts inspections, investigations, evaluations, reviews plans and reports, prepares written reports and records, processes permits, ensures compliance with laws and regulations governing environmental health, and provides consultation and informational services to the public.

The ideal candidate for the [Pollution Prevention/CUPA](#) Team will have:

- A high degree of integrity and ethics with a focus on delivering excellent customer service,
- The ability to write and communicate effectively with members of the regulated community.
- The ability to research topics independently and apply critical thinking skills.
- The skill to navigate complex laws/regulations in addition to the technical expertise required for this position.
- Familiarity with the oversight of hazardous materials in a regulatory setting.

This recruitment is being conducted to fill one full-time vacancy which may be filled at the Environmental Health Specialist I or Environmental Health Specialist II level depending on qualifications, in the Planning, Building & Environmental Services, Environmental Health Division, [Pollution Prevention/CUPA Team](#). The list established by this recruitment may also be used to fill future full-time, part-time, limited term, and extra help vacancies for up to one year.

Position Requirements

Experience and Education:

Any combination of education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Environmental Health Specialist I (\$36.26 - \$43.21/hour)

- **Experience:** No related experience is required.
- **Education:** Equivalent to graduation from an accredited college or university with a Bachelor's degree in the biological or physical sciences.

Possession of a current evaluation letter from the California, Department of Public Health stating applicant is certifiable as an Environmental Health Specialist Trainee under the provisions of Section 106660 of the California Health and Safety Code.

Environmental Health Specialist II (\$42.68 - \$50.95/hour)

- **Experience:** One year of responsible experience in the field of environmental health and safety regulation and enforcement.
- **Education:** Equivalent to graduation from an accredited college or university with Bachelor's degree in the biological or physical sciences.

License or Certificate*:

Environmental Health Specialist I

Possession of a valid Class C California Driver's License.

Environmental Health Specialist II

Possession of a valid certificate as a Registered Environmental Health Specialist issued by the California Department of Public Health.

Possession of a valid Class C California Driver's License.

*Any license, certification, or registration required for this position shall be maintained (i.e. active and in good standing) at all times during employment with Napa County. For continued employment with Napa County, you must maintain such license, certification, or registration to meet the minimum qualifications of this position.

The Recruitment Process

| | |
|-------------------------------|---|
| Application Deadline | 5:00pm PDT, April 3, 2023 |
| Application Screening | By April 7, 2023 |
| Supplemental Question Scoring | By April 14, 2023 Supplemental questions will be scored by subject matter experts. Only the most qualified |

| | |
|-------------------------|---|
| | applicants from the scoring of the supplemental questions will be invited for an Oral Panel Interview. |
| Oral Panel Interview | Week of April 24, 2023 |
| Establish Eligible List | By April 28, 2023 Only the most qualified candidates from the interview process will be placed on the eligibility list and may be considered to fill positions for up to one year. |

The Human Resources Department reserves the right to change the recruitment process at any time.

EXAMPLE OF DUTIES

View the full job description including the example of duties for [Environmental Health Specialist I](#), [Environmental Health Specialist II](#).

Napa County employees automatically become Disaster Service Workers. This means that when Napa County experiences emergencies (earthquake, wildfire, power outage, etc.) you may be asked to pivot from your regular duties to provide critical services to those affected by the emergency (CA Govt Code § 3102).

Benefits

Learn more about the benefits package for this position [HERE](#).

ADA Accommodation

Applicants requiring accommodation during the application and/or selection process pursuant to the Americans with Disabilities (ADA) Act should contact County of Napa Human Resources at (707) 253-4303.

Napa County is an Equal Opportunity Employer.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<http://www.napacountycareers.com>

OR

1195 Third Street, Suite 110,
Napa, CA 94559

EXAM #00142

ENVIRONMENTAL HEALTH SPECIALIST I/II (POLLUTION
PREVENTION/CUPA)

JC

Environmental Health Specialist I/II (Pollution Prevention/CUPA) Supplemental Questionnaire

- * 1. Instructions for Supplemental Application Questions. The following questions comprise one of the steps in the selection process for this position and are intended to assist you in presenting your qualifications. Only the information you provide in your answers to these

questions will be evaluated and scored to determine the best qualified candidates to continue in the selection process for this position. Please be complete and specific in answering the questions as your score will be based on this information. Applications submitted without responses to the supplemental questions will not be evaluated.

Although your experience and education should relate back to your application, your application and or resume will not be reviewed when scoring the supplemental questions. Therefore, please be as detailed as possible in your responses to the supplemental questions. I have read and understand the instructions presented above.

Yes No

* 2. Which level are you applying for?

- Environmental Health Specialist I
- Environmental Health Specialist II

* 3. If you are applying for the Environmental Health Specialist I level, a current evaluation letter from the California Department of Public Health stating you are certifiable as an Environmental Health Specialist Trainee must be received by the application deadline (5pm PDT, April 3, 2023). How will you be submitting this letter?

- Uploading and attaching to my online application
- Emailing a copy to HRAssistant@countyofnapa.org
- Mailing or dropping off to the Human Resources Department, 1195 Third Street, Suite 110, Napa, CA 94559
- Not applicable

* 4. If you are applying for the Environmental Health Specialist II level, you must be a Registered Environmental Health Specialist with the California Department of Public Health. What is your REHS # and expiration date? Please indicate "n/a" if not applicable.

* 5. Do you have at least the equivalent to a Bachelor's degree from an accredited college or university in the biological or physical sciences?

Yes No

* 6. How many years of full-time experience do you have in the field of environmental health and safety regulation and enforcement?

- Less than one year
- At least one year, but less than two years
- At least two years, but less than three years
- Three or more years

* 7. The Environmental Health Division consists of four teams: Consumer Protection, Water and Onsite Wastewater, Pollution Prevention/CUPA, and Solid Waste. Which of the four teams

interests you the most?

- * 8. The Pollution Prevention/CUPA Team position is responsible for implementing the Unified Programs (Hazardous Materials Business Plan, Hazardous Waste Generator, Aboveground Petroleum Storage Act, Underground Storage Tank, and California Accidental Release Prevention). This includes the permitting, inspection, complaint investigation, and enforcement of the applicable laws and regulations to qualifying facilities. The Pollution Prevention/CUPA Team may provide remediation oversight to contaminated sites and respond to incidents involving hazardous materials. Describe any directly related or transferable experience that qualified you for this Pollution Prevention/CUPA Team position. Knowing the Pollution Prevention/CUPA Team's responsibilities, what interests you in working for this team?

- * 9. The Environmental Health Specialist position requires that you work independently and complete required inspections and duties with minimal oversight. You will be provided with a list of required inspections and will be responsible for completing the inspections and ensuring any required follow-up is completed. Give an example of a task you were responsible for that required good organizational skills. Describe the tools you used to motivate and organize yourself to accomplish this task.

- * Required Question