



**NIAGARA COUNTY
CIVIL SERVICE
111 Main Street – G2
Lockport, New York 14094**

*Malcolm A Needler
Personnel Officer
(716) 438-4071*

PUBLIC HEALTH SANITARIAN

No 61-970 Examination Open to the Public

Salary Range: \$31.26 - \$36.19

The examination will be held to establish an eligible list used to fill four (4) current vacancies and any other appropriate vacancies in the Niagara County Health Department that may occur during the life of the list.

RESIDENCE REQUIREMENTS: Candidates must have been legal residents of Niagara County for at least one (1) month immediately preceding the date of the written examination and such residency must continue until the time of appointment. **Preference in appointment may be given to successful candidates who have been residents of the municipality in which the appointment is made. Non-residents may be required to become a resident of the appointing municipality if local law so states.**

MINIMUM QUALIFICATIONS: Candidates must meet the following on or before the date of the written exam. **If you do not meet these qualifications, your application will be disapproved and your filing fee will not be refunded.**

1. Graduation with a Bachelor's Degree including a minimum of thirty (30) credit hours in natural science, of which not more than twelve (12) credit hours may be in the applied sciences, and have satisfactorily completed a public health training course approved by the State Health Department within two (2) years of appointment; **OR**
2. Five (5) years of full-time paid experience as a public health technician deemed satisfactory by the Public Health Director and satisfactory completion of a public health training course approved by the State Health Department.

SPECIAL REQUIREMENT:

1. Individuals meeting the above requirements may apply for a certificate as Public Health Sanitarian issued by the Niagara County Public Health Director. Possession of the certificate is required at the time of appointment.
2. Candidates qualifying under (1) above must satisfactorily complete a public health training course approved by the State Health Department within two (2) years of appointment.
3. Possession of a New York State driver's license at time of appointment and throughout duration of employment.

NOTES:

1. Degrees must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education.
2. The minimum qualifications are mandated by the Codes, Rules and Regulations of the State of New York Title 10. Department of Health, Chapter 1. State Sanitary Code, Part 11. Qualifications of Public Health Personnel, Public Health Sanitarian.
3. The term natural science shall mean a science such as biology, chemistry or physics that deals with the objects, phenomena, or laws of nature and the physical world. It shall include all physical and biological sciences.
4. The term applied sciences shall mean science based courses in environmental technology, sanitation technology, medical technology, public health, infection control or food science.

DUTIES: The term Public Health Sanitarian shall mean a person who applies the principles of the physical, biological, and social sciences for the detection, evaluation, control and management of those factors in the environment which influence man's health. The incumbent works under the supervision of a higher-level sanitarian and performs professional public health activities which include specialized inspections, detailed investigations, and field interventions. A sanitarian investigates public health and environmental hazards, inspects regulated facilities, conducts health risk assessments, evaluates public health nuisances, and enforces the State and County sanitary code. Major program areas include community sanitation and food protection, environmental radiation, environmental/occupational health, and environmental conservation activities. Additional duties include the first line supervision of subordinate personnel, the provision of training, field testing and sampling, the interpretation of laboratory reports, the preparation of reports and recommendations, and the provision of evidence at enforcement proceedings. The incumbent may supervise the work of Public Health Technicians. Does related work as required.

APPLICATIONS MUST BE SUBMITTED ELECTRONICALLY OR POSTMARKED BY THE FILING DEADLINE. YOUR APPLICATION WILL BE DISAPPROVED IF PAYMENT IS NOT RECEIVED BY THE FILING DEADLINE.

FILING DEADLINE

APRIL 27, 2023

A non-refundable \$15.00 application fee is required. Apply and pay online or submit a check or money order payable to: **Niagara County Civil Service**

ANNOUNCEMENT ISSUED: March 21, 2023

EXAMINATION DATE

JUNE 10, 2023

FEE WAIVERS: Waivers for the filing fee must be completed in full and submitted with required documentation or your application will be disapproved.

NOTICE TO CANDIDATES: The use of calculators is **RECOMMENDED**. Unless otherwise notified, candidates are permitted to use quiet, hand-held, solar or battery powered calculators. Devices with typewriter keyboard such as computers, spell checkers, personal digital assistants, address books, language translators, dictionaries or any similar devices are prohibited. **Cell phones and smart watches are prohibited.**

DRUG SCREENING: Applicants may be required to undergo a drug-screening test to determine suitability for appointment in accordance with local policies. Applicants who test positive may be restricted from future certification.

BACKGROUND INVESTIGATION: Applicants may be required to undergo a State and national criminal history background investigation, which will include a fingerprint check to determine suitability for appointment. Failure to meet the standards for the background investigation may result in disqualification.

SUBJECT OF EXAMINATION: There will be a written test which you must pass in order to be considered for appointment. The written test will be designed to test for knowledge, skills, and/or abilities in such areas as:

1. **Preparing written material:** These questions test for the ability to present information clearly and accurately, and to organize paragraphs logically and comprehensibly. For some questions, you will be given information in two or three sentences followed by four restatements of the information. You must then choose the best version. For other questions, you will be given paragraphs with their sentences out of order. You must then choose, from four suggestions, the best order for the sentences.
2. **Evaluating conclusions in light of known facts:** These questions will consist of a set of facts and a conclusion. You must decide if the conclusion is proved by the facts, disproved by the facts or if the facts are not sufficient to prove or disprove the conclusion. The questions will not be specific to a particular field.
3. **Arithmetic reasoning:** These questions test for the ability to solve basic arithmetic problems presented in sentence or short paragraph form. The problems may require the use of addition, subtraction, multiplication, division, determining percentages, and basic algebraic and geometric calculations. **You should bring with you a hand-held battery- or solar-powered calculator for use on this test.** You will **not** be permitted to use the **calculator** function of your **cell phone**.
4. **Basic principles of biology, chemistry, and general science:** These questions test for knowledge of elementary concepts and principles in the fields of general science, biology, and chemistry.

The New York State Department of Civil Service has not prepared a test guide for this examination. However, candidates may find information in the publication 'General Guide to Written Tests' helpful in preparing for this test. This publication is available online at: <https://www.cs.ny.gov/testing/testguides.cfm>.

CANDIDATES NOTE: You are responsible for completing all sections of the official application. To receive credit for experience on a job, basic information such as address, name and title of supervisor, hours in the work week, final salary, and duties performed by you, must be shown. Be very specific in explaining experience that will qualify you for the position sought. Ambiguity and vagueness will not be resolved in your favor. **EACH SEPARATE SHEET ATTACHED TO THE APPLICATION MUST BE SIGNED.**

MULTIPLE EXAMINATIONS SCHEDULED FOR THE SAME DAY: If you have applied to take a written test announced by either one or several local jurisdictions (county, town, city) scheduled to be held on the same test date as this written test, you must notify each of the local jurisdictions no later than two weeks before the test date, so they can make arrangement for taking all tests at one test site. All examination for positions in State government will be held at a State Examination Center.

COLLEGE ACCREDITATION: Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies that provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

COLLEGE CREDITS MUST BE VERIFIED WITH AN OFFICIAL TRANSCRIPT. If you have listed college or special courses on your application it will be necessary for you to submit an official transcript or special course certificate. **Documents can be submitted electronically or in hardcopy format but must be on official letterhead or stationary. If these documents are not on file prior to canvassing/certification for vacant positions, your name will not be canvassed/certified and your name will be removed from consideration for all appointments.**

This examination will be prepared and rated in accordance with Section 23(2) of the Civil Service Law. The provisions of the New York State Civil Service Law, Rules and Regulations dealing with preparation and rating of examinations, as well as establishment and certification of eligible lists for positions in the classified service will apply to this examination.

Please review IMPORTANT EXAMINATION INFORMATION FOR CANDIDATES

Niagara County Civil Service # 2023-56