



Office of Human Resources
Environmental Public Health Analyst II - CE2267
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General Statement of Duties

Performs full performance scientific work conducting research and analysis on a variety of complex environmental or public health issues, which requires the integration of multiple disciplines (e. g. science, law, business, information technology, and engineering) for the purposes of protection, planning, permitting, compliance, recovery, remediation, reclamation or removal.

Distinguishing Characteristics

This class is distinguished from the Environmental/Public Health Analyst I, which performs entry level research and analysis on routine environmental/public health issues. Next, the Environmental Public Health Analyst II is distinguished from the Environmental Public Health Investigator class series, which performs Environmental/Public Health Investigation and/or Inspection work to ensure compliance. Finally, this class is distinguished from the Environmental Program Administrator, which administers environmental programs by developing and implementing programs in a multi-disciplinary setting, that require independent integration of scientific principles with law, business, information technology, and engineering for environmental protection, planning, permitting, compliance, recovery, remediation, reclamation or removal purposes.

Essential Duties

Conducts research and analysis on a variety of complex environmental/public health issues, which involves collecting primary data and critically reviewing technical specifications, reports, and scientific studies to ensure compliance with established standards.

Develops, recommends, and implements new procedures for the assigned technical area and determines conformance with policies, goals, laws and regulations for complex and multidisciplinary technical areas.

Develops and implements projects through researching, reviewing, and evaluating technical information in areas where criteria or standards are unclear.

Establishes sampling programs and specifies laboratory analysis for projects. Determines the significance of data and recommends or requires corrective action.

Develops and implements QA/QC procedures and performs as an expert in a complex, multidisciplinary scientific and regulatory environmental/public health area.

Recommends City's position on environmental/public health matters to city officials, the public, affected industries, and/or other governmental agencies.

Develops and provides technical assistance, education and training on complex multidisciplinary technical and regulatory issues.

By position, negotiates work to be performed, presents and defends work results and conclusions to oversight agencies, other agencies, environmental/public health professionals, the Colorado Department of Public Health and Environment and the public.

By position, oversees creation and utilization of scientific databases.

Actively participate on the Department's emergency preparedness and response team(s) to support meeting the Department's public health and environmental responsibilities outlined in the City's Emergency Operations Plan.

Performs other related duties as assigned or requested.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Interpersonal Skills - Shows understanding, friendliness, courtesy, tact, empathy, cooperation, concern, and politeness to others and relates well to different people from varied backgrounds and different situations.

Mathematical Reasoning - Solves practical problems by choosing appropriately from a variety of mathematical and statistical techniques.

Oral Communication - Expresses information to individuals or groups effectively; taking into account the audience and nature of the information; makes clear and convincing oral presentations; listens to others, attends to nonverbal cues and responds appropriately.

Problem Solving - Identifies problems; determines accuracy and relevance of information; uses sound judgment to generate and evaluate alternatives, and to make recommendations.

Reading - Understands and interprets written material, including technical material, rules, regulations, instructions, reports, charts, graphs, or tables; applies what is learned from written material to specific situations.

Writing - Writes in a clear, concise, organized, and convincing manner for the intended audience.

Knowledge & Skills

Knowledge of the principles and theories of the social, physical and biological sciences sufficient to be able to investigate, monitor and protect public health and the environment.

Knowledge of project management sufficient to be able to coordinate assigned projects, establish schedules, identify the proper construction sequence, identify the scope of the project and manage project budget and documentation.

Level of Supervision Exercised

By position, performs lead work.

Education Requirement

Bachelor's Degree in Public Health, Environmental Health, Engineering, Early Childhood Education, Nursing, Natural, Physical, and Life Science or a related field.

Experience Requirement

Three (3) years of professional experience conducting research and analysis on a variety of environmental or public health issues or conducting environmental or public health inspections and investigations to ensure compliance with regulations and standards.

Education & Experience Equivalency

One (1) year of the appropriate type and level of experience may be substituted for each required year of post-high school education.

Additional appropriate education may be substituted for the minimum experience requirements.

Licensure & Certification

By position, requires a valid Driver's License at the time of application.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Potential exposure to housekeeping/cleaning agents/chemicals.

Potential exposure to toxic chemicals.

Potential exposure to chemical and specimen odor.

Potential exposure to odors in kitchen and/or patient areas.

Pressure due to multiple calls and inquiries.

Subject to burns and cuts.

Subject to many interruptions.

Subject to varying and unpredictable situations.

Hazards: conditions where there is danger to life, body and/or health.

Atmospheric Conditions: conditions that affect the skin or respiratory system.

Extreme heat: temperatures hot enough to cause bodily discomfort.

Temperature changes: variation in temperature from hot to cold.

Wet: frequent contact with water or other liquid.

Potential exposure to extremes of heat and cold in all weather conditions.

Level of Physical Demand

1-Sedentary (0-10 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Balancing: Maintaining equilibrium.

Carrying: Transporting or moving an object.

Climbing: Ascending or descending an object or ladder.

Crouching: Positioning body downward and forward.

Eye/Hand/Foot Coordination: Performing work through using two or more body parts or other devices.

Feeling: Perceiving attributes of objects by means of skin receptors, communication, or otherwise.

Fingering: Picking and pinching, through use of fingers or otherwise.

Handling: Seizing, holding, grasping, through use of hands, fingers, or other means.

Hearing: Perceiving and comprehending the nature and direction of sounds.

Kneeling: Assuming a lowered position.

Lifting: Moving objects weighing no more than 10 pounds from one level to another.

Reaching: Extending the hands and arms or other device in any direction.

Repetitive motions: Making frequent or continuous movements.

Sitting: Remaining in a stationary position.

Standing: Remaining in a stationary position.

Stooping: Positioning oneself low to the ground.

Talking: Communicating ideas or exchanging information.

Walking: Ability to move or traverse from one location to another.

Background Check Requirement

Criminal Check

Education Check

Employment Verification
By position, Motor Vehicle Record

Assessment Requirement

None

Probation Period

Six (6) months.

Class Detail

Pay Grade: E-814
FLSA Code: Y
Established Date: 9/21/2018
Established By: LS
Revised Date:
Revised By:
Class History: