



Victoria County, TX

POSITION PROFILE

<u>Position Title:</u>	Sanitarian I	<u>Effective Date:</u>	July 2025
<u>Department:</u>	Health Department	<u>Division:</u>	Environmental
<u>Accountable to:</u>	Environmental Division Supervisor	<u>Status:</u>	Non-Exempt
<u>Salary:</u>	\$20.48 - \$24.58		

Primary Objectives

Performs advanced inspection work in the environmental public health field with the Victoria County Public Health Department. Work involves inspecting retail food establishments, installation of on-site sewage facility (OSSF) systems and public health nuisance violations; preparing reports of findings; monitoring corrective action; promoting public education on sanitary practices; and water laboratory activities.

Supervision Received

Work is performed under the limited supervision of the Environmental Division Supervisor.

Supervision Exercised

None.

PRIMARY DUTIES AND RESPONSIBILITIES

- Inspects retail food establishments, individual and non-municipal sewage systems, and related establishments for proper sanitation which may affect public health.
- Investigates public health nuisance complaints and monitors corrective action.
- Prepares reports on inspection findings, outlining violations of regulations and corrective action recommendations.
- Reviews construction applications for proposed on-site sewage facility systems treating less than 5,000 gallons per day of wastewater.
- Inspects constructed OSSF systems for compliance with Texas on-site sewage facility regulations and issues permit to operate.
- Promotes public education on sanitary practices through individual contacts and civic or other public meetings; recommends and promotes environmental sanitation improvements.
- Assists and performs tasks in support of the mosquito control program.
- Travels and performs job duties inside and outside of Victoria County.
- Works non-traditional hours (hours other than 8:00 – 5:00/Monday through Friday) as necessary, including weekends.
- Provides “on call” coverage on a rotation schedule.
- Performs related work as assigned.
- Inputs inspection data into environmental tracking software.
- Interacts face-to-face with persons in community.
- Assist with water laboratory activities.

MINIMUM QUALIFICATIONS

- Bachelor's degree from an accredited college or university including at least 30 semester hours in a basic or applied science.
- 1 -3 years experience as full-time paid experience in environmental health control areas, such as food protection, on-site sewage facility permitting, water quality, code enforcement, vector, or related field preferred.
- Must hold upon hire or be able to obtain a license as a Registered Sanitarian, Designated Representative, Certified Food Manager and other certifications as required within the first year of employment.
- Valid Texas Driver's License and proof of automobile liability insurance.

WORKING CONDITIONS

The characteristics listed below are representative of the physical demands, physical agility, sensory requirements, and environmental exposures required by an individual to successfully perform the essential duties of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential duties.

- Employees sit some of the time but may walk or stand for most periods of time.
- This is medium work requiring some physical agility such as: climbing, stooping, kneeling, crouching, crawling, reaching, pushing, pulling, repetitive motions and manual dexterity.
- Sensory requirements include standard vision requirements, ability to convey detailed or important instructions to others accurately, loudly or quickly, and standard hearing requirements - hear information at normal spoken word levels.

Physical Exertion (Pounds)	
Up to 10	Occasionally
Up to 25	Seldom or never
Up to 50	Seldom or never
Up to 100	Seldom or never
100 or more	Seldom or never

Environmental Exposures	
Work near moving mechanical parts	Occasionally
Work in high, precarious places	Seldom or never
Toxic or caustic chemicals	Occasionally
Outdoor weather conditions	Occasionally
Extreme Cold, non-weather	Occasionally
Extreme Heat, non-weather	Occasionally
Noise Level	Moderate

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.