



"Deliver sustainable programs and policies in response to the public health needs of the community"

POSITION VACANCY ANNOUNCEMENT

POSITION: (4) Environmental Health **Intern (Temporary)**

DIVISION: Environmental Health

WAGES: Hourly Wage \$13.00

BRIEF

DESCRIPTION: An Environmental Health Intern will become familiar with all environmental health programs implemented by the Will County Health Department. Interns will assist sanitarians with planning, development, execution of environmental health programs and conduct field inspections. Intern will develop understanding of regulations and local codes applicable to the environmental health programs and obtain experience relevant to obtaining a future full-time position as a Level 1 Sanitarian. Three-month summer internship, ending August 31, 2023.

MINIMUM

QUALIFICATIONS: Individual will be working toward an accredited Bachelor's degree, which includes a minimum of thirty (30) semester or forty-five (45) quarter hours in biological and/or physical sciences.

REQUIREMENTS: Must possess a valid Illinois Driver's License, with minimum auto liability insurance. Verification of U.S. citizenship or employment eligibility.

DESIRED: Bi-lingual in Spanish.

CONTACT: Stacey J. Knack M.B.A.
 Director of Human Resources
 Will County Health Department
 501 Ella Avenue
 Joliet, IL 60433
 FAX (815)727-8526
www.willcountyhealth.org

NOT LATER THAN: *until filled*

DATE POSTED: *1/26/23*

EH/1030 *EA*

Main Office
 501 Ella Avenue
 Joliet, IL 60433
 PH: 815.727.8480
 FX: 815.727.8484

Community Health Center
 1106 Neal Avenue
 Joliet, IL 60433
 PH: 815.727.8670
 FX: 815.727.5975

Northern Branch Office
 323 Quadrangle Dr.
 Bolingbrook, IL 60440
 PH: 630.679.7000
 FX: 630.679.7015

Eastern Branch Office
 5601 W. Monee-Manhattan Rd., Suite 109
 Monee, IL 60449
 PH: 815.727.8803
 PH: 708.534.0800
 FX: 708.534.3455



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POSITION VACANCY ANNOUNCEMENT

POSITION: Environmental Health Assistant

DIVISION: Environmental Health

WAGES: Grade 9 Hourly Wages (\$14.95 -\$23.31)

BRIEF DESCRIPTION: Under direct supervision of the Program Coordinator of Environmental Health. Performs routine clerical duties for environmental programs such as sewage programs and well programs, including but not limited to issuing permits, food program, collecting fees, extensive record keeping, preparing outgoing correspondence, and customer service for all Environmental Health Programs.

MINIMUM QUALIFICATIONS: High School diploma or equivalent. Excellent interpersonal communication skills a necessity. Health Department support staff testing required.

REQUIREMENTS: Must possess a valid Illinois Driver's License, minimum auto liability insurance. Verification of employment eligibility.

DESIRED: Bi-lingual in Spanish. Strong interpersonal skills.

CONTACTS: Stacey Knack, M. B.A
 Director of Human Resources
 Will County Health Department
 501 Ella Avenue
 Joliet, IL 60433
 FAX (815) 727-8526
www.willcountyhealth.org

NOT LATER THAN: 1/27/23
DATE POSTED: 1/18/23
EH/023

SK

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POSITION VACANCY ANNOUNCEMENT

POSITION: Sanitarian I
DIVISION: Environmental Health
WAGES: Grade 12 Hourly Wages (\$20.11 - \$31.37)

BRIEF

DESCRIPTION: Under immediate supervision of the Division Director. Duties include retail food, food service sanitation, sewage disposal, water supplies, radon, west Nile, swimming pools, bathing beaches, solid waste disposal, body art, tanning, and nuisance control. Schedule, Monday through Friday 8:00 am-4:00 pm.

MINIMUM

QUALIFICATIONS: Sanitarian I: Accredited Bachelor's in Environmental Health, Biological Sciences, or Physical Sciences with a minimum thirty (30) semester or forty-five (45) quarter hours in biological and/ physical sciences.

REQUIREMENTS: Must possess a valid Illinois Driver's License, minimum auto liability insurance. Verification of U.S. citizenship or employment eligibility.

DESIRED: Bilingual in Spanish

CONTACT: **Stacey J. Knack M.B.A.**
Director of Human Resources
Will County Health Department
501 Ella Avenue
Joliet, IL 60433
FAX (815)727-8526
www.willcountyhealth.org

NOT LATER THAN: 2/15/23

DATE POSTED: 2/16/23

EH/015 *EB*

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