

Whitman County Human Resources

400 N. Main Street • Colfax, WA 99111
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POSITION: Health Officer

DEPARTMENT: Health Department

STARTING SALARY: \$1,500 monthly for a 0.1 FTE position/4hrs a week

UNION STATUS: Non-Represented

TO APPLY: See Human Resources for a full job description and application

LOCATION: Whitman County

CLOSING DATE: Until Filled

SELECTION PROCESS: Applicants must submit a signed Whitman County application form. The application will be reviewed and evaluated to determine applicants invited for an interview.

TO QUALIFY: See attached illustrative example of duties and requirements.

In compliance with the Immigration Reform and Control Act of 1986, Whitman County will hire only United States citizens and aliens authorized to work in the United States. Documented evidence of identity and employment eligibility must be presented at time of hire.

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Health Officer

WHITMAN COUNTY POSITION DESCRIPTION

Effective Date: March 1, 2017
Position Title: Public Health Officer
Job Family Classification #: 171
Department Title: Public Health Department
Department Code: 280
Pay Grade: Public Health Officer
FLSA Status: Exempt
Union Status: Non-Representative, Part Time Position
Reports to: Public Health Administrator

BASIC PURPOSE

Perform the function of Whitman County Health Officer as defined in Washington State Code.

NATURE OF WORK

This is a technical position that provides medical expertise as needed by circumstance or request of the Whitman County Health Department Director or Whitman County Board of Health.

SUPERVISION EXERCISED AND RECEIVED

This position serves as the medical supervision for the Health Department and as such maintains up to date standing orders and delegations as needed for the proper operation of the Department and as required by standard practice.

ESSENTIAL FUNCTIONS

1. Advise in the enforcement of the public health statutes of this state, rules and regulations of the State Board of Health, the Secretary of the State Department of Health, and all local health rules, regulations, and ordinances within his jurisdiction;
2. Advise as to appropriate actions in order to maintain health and sanitation supervision over the territory within his jurisdiction;
3. Advise the Health Department's Public Health and Environmental Health Directors in the control and prevention of the spread of any dangerous, contagious or infectious diseases that may occur in his jurisdiction;
4. Inform the public as to the causes, nature, and prevention of disease and disability and the preservation, promotion, and improvement of health within Whitman County, Washington;
5. Advise and assist in prevention, control, or abatement of nuisances, which are detrimental to the public health;

6. Attend appropriate conferences called by the Secretary of the Department of Health or her authorized representative;
7. Inspect, as necessary, expansion or modification of existing public water systems, and the construction of new public water systems, to assure that the expansion, modification, or construction conforms to system design and plans
8. Take such measures as he and the Health Department deem necessary in order to promote the public health, to participate in the establishment of health educational or training activities

SELECTION CRITERIA

Knowledge, Skills and Abilities:

- Knowledge of theories, methods, and techniques of health promotion and education.
- Knowledge of preventive measures in the maintenance of health in the community.
- Knowledge of the functions and resources of public and private agencies engaged in public health.
- Knowledge of confidentiality regulations and WAC.
- Flexibility.
- Promoting preventative health activities that contribute to overall well-being.
- Ability to meet essential functions and non-technical essential functions.
- Demonstrated ability to communicate effectively both written and orally.

EXPERIENCE, EDUCATION AND TRAINING

Valid license to practice as an MD in the State of Washington.

Possession of a valid driver's license and a vehicle in good working order.

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