



Hillsborough Township

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| Department | Department of Health and Environment Services |
| Job Title | Registered Environmental Health Specialist (REHS) |
| Job Level or Grade | Management Level |
| Salary Range | \$70,000 annual |
| Reporting To | Health Officer / Director of Environmental Programs |
| Employment Type | Full Time |
| Work Hours | 40 hours per week for full-time |
| Benefits | Medical/Prescription Benefit Program, Pension/Life Insurance, Paid Time Off, Sick Time, Short Term Disability, Tuition Reimbursement |

Job Summary

Under the direction of the Health Officer and Director of Environmental Programs, the Registered Environmental Health Specialist (REHS) performs various sanitary inspections and environmental health work to ensure compliance with Local and State public health and environmental regulations. The REHS also promotes and protects public health through education, consultation, and enforcement.

Job Responsibilities

- Performs communicable disease investigations through surveillance system
- Performs retail food inspections to enforce Ch. 24 State Sanitary Cod
- Inspects new and old septic systems in accordance with NJ DEP regulations
- Enforce casing requirements in old & new constructions via well inspections as per NJ DEP regulations
- Well Decommissioning
- Inspect and enforce NJDOH Public Recreation Bathing Code via pool inspections, Youth Camp Code, Kennel Ordinance, Body Art Ordinance, and NJ Tanning Code
- Plan and respond to emergency situations
- Interacts with the general public, private restaurant and other business owners, employees in other departments, Township officials, State and County officials, and other health department employees
- Educate and enforce codes & regulations
- Respond to questions from the public and staff in a professional and courteous manner
- Other projects as requested by the health officer or director of environmental programs

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Knowledge, Skills, Abilities

Required

- Knowledge of the NJ Sanitary Code, NJ Public Health Nuisance Code, NJDEP septic system and well regulations, public health laws per the NJ Public Health Practice Standards, NJ Department of Health regulations, and NJ Department of Environmental Protection regulations
- Knowledge of problems/procedures involved in sanitary inspection and environmental health work for the enforcement of relevant sanitary, environmental, and public health laws, rules, and ordinances.
- Ability to assess environmental health risks and influences on humans and the environment.
- Ability to interpret relevant public health laws and apply them to specific cases.
- Ability to create and maintain Health Department programs
- Ability to establish and maintain cooperative working relationships with coworkers and others involved in the work of the unit.
- Ability to prepare reports, maintain records and files;
- Ability to testify accurately in court as needed.
- Proficient in microsoft and google products.
- Excellent verbal and written communication skills.
- Ability to work independently and collaborate as part of a team

Preferred

- One year experience in REHS work in a local, county, or state health department
- Bilingual - Spanish

Education, Certifications and Licenses

Required

- Minimum formal education of Bachelor's Degree in related field such as Biology, Environmental Science or Public Health
- Experience with NJ CDRSS.
- Active NJ Registered Environmental Health Specialist license
- Valid NJ driver's license

Preferred

- Certified Health Educator

Physical Requirements

- Ability to work for extended periods on computer-based tasks
- Ability to occasionally lift or move up to 25 pounds.
- Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

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- Ability to physically perform all the functions of the inspection requirements.
- Ability to work in outside weather conditions and is occasionally exposed to wet and/or humid conditions
- Occasionally works near moving mechanical parts and in high, precarious places
- Occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration

Additional Information

- Clearance of a background check.
- Department operation hours are 8:00am-4:30pm, Monday through Friday
- Required occasional work outside of normal business hours for inspections or events

Application Special Instructions

All applications to be submitted online. Please include a cover letter, resume, professional references, and copies of any licenses or certifications held.

Job Specific Questions

Additional screening questions specific to this position may be asked during the recruiting process.

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