

RECRUITMENT BULLETIN

BIG HORN COUNTY

ATTN: Human Resources

P.O. BOX 908

HARDIN, MT 59034

RECRUITMENT NO.	OPENING DATE	CLOSING DATE
21-28	October 14, 2021	Open until filled

POSITION: Sanitarian

LOCATION: Big Horn County

SALARY: \$20.00 to \$24.00/hour, negotiable based on experience (and training needs), plus benefits

DUTY HOURS: Full-time – 5 days per week, days may vary

MAJOR DUTIES: Under administrative direction, performs professional and administrative support of environmental health duties for the County Commissioners and provides technical support to the County Health Officer/Health Boards. Significant individual discernment is required when applying and enforcing regulations from Federal and Montana codes, rules and laws. Responsible for administering and maintaining environmental health programs that may include food, water, land use, air quality, housing, institutional and recreational sanitation, insect and rodent control, solid and liquid waste control, permitting and inspecting Wastewater Treatment Systems, Subdivisions, including hazardous material investigations; public relations/education; conducts investigations and surveys related to environmental health; maintain/update environmental sanitation standards and procedures. Assists the Board of Health, County Health Officer, Courts and other agencies, as applicable. Initiates operational records and reports; knowledge of laws and regulations related to State Health Licensed Establishments; requires contact with the public, managers/owners/employees of State licensed establishments, and other government agencies; hazards and discomforts may occur during indoor and outdoor inspections, field investigations, and during emergency situations.

QUALIFICATIONS: Bachelor's Degree with registration as a Sanitarian; OR the ability to be registered and certified as a Sanitarian within one year of the date of hire (please see https://boards.bsd.dli.mt.gov/_docs/san/san-app-checklist.pdf) while working under a registered Sanitarian; while employed must complete continuing education requirements; bending crawling, stooping, pulling/pushing, walking, climbing and lifting up to 50#s (greater with assistance). Must possess a Montana Driver License and must be an insurable driver.

PRE-EMPLOYMENT

TESTING: The successful applicant must undergo pre-employment drug and alcohol testing.

DISTRIBUTION: Countywide

HOW TO APPLY: Submit a Big Horn County employment application (include driving record if from a state other than Montana in last five (5) years) to the Human Resources Office, Room 302, Courthouse or to the mailing address listed above. For application, call (406) 665-9735 or email humanresources@bighorncountymt.gov.

DEADLINE: Applications will be reviewed weekly

BIG HORN COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER. NOTHING IN THIS RECRUITMENT BULLETIN IS INTENDED TO GUARANTEE CONTINUED EMPLOYMENT. IF YOU ARE CLAIMING PREFERENCE, PLEASE SUBMIT PROOF WITH YOUR APPLICATION.