**Town of Acton**

**Senior/Public Health Inspector**

Land Use and Economic Development Department

May 26, 2021

The Town of Acton is seeking two qualified applicants for the full-time benefitted position of Public Health Inspector and Senior Public Health Inspector. This position works closely with the Health Division staff in carrying out all the Division’s activities and programs.

**Duties:** Primary responsibilities include conducting investigations and witnessing soil test of sites for suitability, preliminary and final inspections of all sewerage system construction and repairs; witnesses deep observation holes and percolation tests and reviews plans of proposed sewage disposal systems. Enforces rules and regulations pertaining to hazardous waste removal, coordinates “household hazardous waste day” for Acton residents and yearly inspects all businesses that use or store hazardous waste. Assists the public with research and historical record maintenance, tracks statistics for annual town report and performs related work as required. Reviews building permit applications for health compliance and site plan special permits utilizing MUNIS software. Performs sanitation duties consistent with Acton Bylaws, Chapter U as it relates to storm water compliance. Seasonally performs fresh water sampling for local freshwater beach by collecting environmental samples for lab testing and analysis. Also secondarily responsible for inspections of food service establishments, enforces state and local regulations concerning food handling, serving and storage. Enforces sanitation standards for housing, farm labor camps, recreational camps for children, public and semi-public swimming pools, bathing beaches and developed family-type campgrounds. Both positions may be responsible for certifying as a Sealer of Weights and Measures and conduct those relevant inspections.

**Minimum Entrance Requirements**: Bachelor’s degree in Public Health or related field plus at least (2) two years of experience as a Public Health Inspector; or any equivalent combination of education and experience. Supervisory or management experience. Must possess or be eligible to obtain, within (1) one year, the following certifications: Lead Paint Determinator/Inspector, Soil Evaluator, Certified Pool Operator, Food Protection Manager Certification and Septic System Inspector. Must possess a valid driver’s license.

**Preferred Qualifications:** Eligible for certification by the Massachusetts Board of Registration of Sanitarians as a Registered Sanitarian. Masters of Public Health (MPH)

**Salary**: Public Health Inspector: H12, $65,727 - $85,758 annual

Senior Public Health Inspector: I14, $75,860 - $98,980 annual

**Applications:** Submit application and cover letter to Human Resources at [jobs@actonma.gov](mailto:jobs@actonma.gov). Acton is an Equal Opportunity Employer.

**Deadline:** First consideration will be given to applications received by **June 11, 2021**