

Jurisdictional Class: Competitive  
Adopted: July 24, 1979  
Revised: February 21, 2025

**PUBLIC HEALTH TECHNICIAN**

**DISTINGUISHING FEATURES OF THE CLASS:** This is technical work involving responsibility for carrying out the various elements of prevention and control programs affecting public health. Employees in this class are responsible for carrying out specialized phases of the environmental health, communicable disease, or non-communicable disease programs in a municipal health department or agency. Duties involve gathering information for use by Senior Public Health staff in determining compliance with local and state Sanitary Code and other health regulations and requirements. The work is performed under general supervision of either a higher level technical or professional employee who reviews reports and provides advisory assistance as necessary. Supervision over the work of others is not a responsibility of employees in this class. The incumbent does related work as required.

**TYPICAL WORK ACTIVITIES:** (Illustrative only)

Performs routine and follow-up inspections of tobacco vendors, seasonal swimming pools, beaches, migrant labor camps, hotels, mobile home parks, lodging, boarding houses, food service establishments, mobile food units, temporary food services, and other premises including public or individual water supplies, sewage disposal systems, public health nuisance complaints, and general sanitation;

Collects samples of drinking water, food or other materials for laboratory analysis to determine organic, inorganic, and bacterial contamination;

Tests drinking water samples for chlorine content, Ph, hardness, and alkalinity, and reviews bacteriological analysis laboratory results;

Performs routine and follow-up inspections of public health nuisances such as environmental exposures, insects, rodents, bats, garbage, refuse, and related matters and advises home owners and local officials on methods and procedures related to pest control;

Inspects sites and advises homeowners of appropriate design of water well and individual sewage treatment systems locations depending on varying soil and site conditions;

Conducts home assessments for safety and health hazards and submits referrals to appropriate community agencies as needed;

Collects, delivers, and/or prepares suspected diseased animals for mailing to State laboratories for analysis;

May perform public health emergency preparedness duties prior to, during, or after a natural or manmade disaster or public health emergency;

Responds to telephone and written inquiries from owners/operators/managers and the general public regarding environmental programs within the health department;

Provides training and education regarding public health programs, requirements, and regulations to community partners and the general public;

Assists with community outreach programs;

Organizes, inventories, and distributes materials and supplies associated with applicable programs;

Performs routine and follow up communications with new and existing partners;

Maintains records and completes inspection reports related to the work.

## Public Health Technician

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, & PERSONAL CHARACTERISTICS:**

Working knowledge of basic principles and practices related to proper environmental public health inspection techniques;

Working knowledge of applicable provisions of the local and State Sanitary Code related to environmental public health inspections;

Working knowledge of general principles of biology, microbiology, bacteriology, chemistry, and general science;

Knowledge of public health principles and practices;

Ability to gather data from observations, interviews, records and reports;

Ability to establish and maintain cooperative relationships with the public;

Ability to understand and interpret oral and written material and present ideas clearly and effectively both orally and in writing;

Ability to solve arithmetic problems related to environmental public health inspections;

Ability to prepare accurate reports;

Skill in health inspection techniques.

### **MINIMUM QUALIFICATIONS:** Either:

- (a) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree with a minimum of fifteen (15) semester credit hours in \*natural sciences of which not more than six (6) credit hours may be in the \*\*applied sciences; or
- (b) Satisfactory completion of sixty (60) semester credit hours of academic education at regionally accredited or New York State registered college or university with a minimum of fifteen (15) semester credit hours in \*natural sciences of which not more than six (6) credit hours may be in the \*\*applied sciences.

**NOTE:** Your degree must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

**NOTE:** Candidates must satisfactorily complete a public health training course approved by the New York State Health Department within two (2) years of appointment.

\*Natural science shall mean a science such as biology, chemistry, or physics that deals with the objects, phenomena, or laws of nature and the physical world. It shall include all physical and biological sciences.

\*\*Applied science shall mean science based courses in environmental technology, sanitation technology, medical technology, public health, infection control, or food science.

**SPECIAL REQUIREMENT:** Assignments made to employees of this class require reasonable access to transportation to meet field work requirements in the ordinary course of business in a timely and efficient manner.

Qualifications are regulated by Part 11 of the State Sanitary Code (10 NYCRR).