

Alberta Health Services (AHS) and the Health Sciences Association of Alberta (HSAA)

This classification specification identifies representative duties and responsibilities, and is intended to assist in the determination of the appropriate classification level within each discipline. Some duties and responsibilities may overlap between class levels. The classification specification is not intended to provide an exhaustive list of all duties performed.

Classification Title: **Public Health Inspector II**

Date Updated: **April 1, 2011**

Job Summary:

Public Health Inspector (PHI) II coordinates the daily operations (either staff or program activities).

or

The PHI II is the technical expert acting as a resource to provide high level technical knowledge, professional practice advice, mentorship and leadership in the development of goals, objectives and standards for a specific sub-program area such as health education.

Work at the PHI II level is differentiated from work at PHI I by the coordination of daily operations and additional leadership and mentoring responsibilities within a team or the requirement to provide and exercise a higher level of technical knowledge.

Key Responsibilities and Typical Duties:

In addition to the duties of the PHI I, the PHI II:

Core Duties

- Coordinates delivery of services for a specific program or sub program.
- May act as an expert or resource to PHI I's.
- Represents the health region in inter-agency meetings and presentations.
- Facilitates or participates in the development of goals, performance standards and objectives for a sub-program area.
- Serves as the primary advisor and coordinator of the risk assessment process.
- May coordinate the dissemination of information regarding their assigned sub-program.
- Leads in the development of pandemic and disaster response planning.
- Provides information to PHI III's and management regarding service improvements/ enhancements.

Leadership

For specialized technical roles:

- Provides high-level technical expertise in a specialized sub-program area such as health education and provides functional direction to other PHI I's, etc.
- Provides guidance to PHI staff regarding the issuance of orders and notices pertaining to public health risks or nuisances.

For the day-to-day coordinator:

- Responsible for the coordination of work in their assigned area, program or sub-program; including delegating or coordinating the assignments PHI I's, assistants and/or students.

Decision-Making

- Develops standards and objectives of programs at the rural level.
- Independently makes decisions regarding program planning and evaluation for their assigned area.
- Coordinates special projects.

Knowledge:

Education

- Bachelors Degree in Environmental Health, Public Health, or other related field.

Registration Requirements

- Certification by the Canadian Institute of Public Health Inspectors (CIPHI).

Working Conditions:

Physical Demands

- Required to carry testing instruments and supplies to sites.
- Required to assume awkward positions during inspections including bending, crawling, climbing ladders, etc.

Work Environment

General office environment and:

- Significant, on-going and regular travel in all weather and road conditions.
- Exposure to unsafe buildings, hazardous conditions (chemical and toxins), allergens, communicable/infectious diseases, and risk of animal attacks/bites.
- Exposure to hostile individuals, verbal/physical aggression and threats.
- Includes outdoor work in a wide variety of weather conditions.