

## JOB POSTING #2024/035

### POSITION:

Public Health Inspector - Environmental Health Program - OPSEU

### HOURS OF WORK:

Temporary – Full-Time - 35 Hours Per Week (1.00 FTE)

### EFFECTIVE:

November 25, 2024 to November 21, 2025 (Subject to Change)

### LOCATION:

Main Office – North Bay

### ADDITIONAL INFO:

Leave of Absence

### POSITION SUMMARY:

Working as a member of the Environmental Health team, the incumbent is responsible for carrying out inspections and investigations under the provision of the [Health Protection and Promotion Act](#) and its regulations, reporting on public health related programs such as food safety, drinking water, general and institutional sanitation, collecting and submitting samples for laboratory analysis and interpreting the results.

### QUALIFICATIONS:

#### Education, Experience, Knowledge, Skills & Abilities:

- Baccalaureate in Environmental Health
- Current Certificate in Public Health Inspection (Canada) or equivalent
- Consideration will also be provided to applicants who are pending Board of Certification examination results and to those who have applied to attend the next Board of Certification
- Two years field experience in an Environmental Health program
- Experience in program planning and evaluation, inventory monitoring and control, and statistical data management
- Self-motivated and able to complete assigned duties with minimal supervision
- Flexibility to respond to varied and shared tasks associated with working in a positive team environment
- Excellent verbal and written communication skills required including proposals, briefs, and annual reports

- Committed to providing exceptional client service
- Shows discretion and appropriately handles confidential information
- Strong interpersonal, organizational and problem-solving skills
- Proficient use of computer technology including the use of Microsoft Office 365 programs (Word, Excel, PowerPoint, Teams), SharePoint, and applicable database applications
- Ability to participate effectively in a multi-disciplinary team
- Ability to support and model values compatible with the organization
- Demonstrated commitment to continuous learning and quality improvement
- Ability to work flex hours/on call as required
- Requires a valid “G” or “G2” Ontario Driver’s Licence and access to a reliable vehicle

As a condition of employment, the successful candidate will be required to provide a Criminal Reference Check including the Vulnerable Sector Check: recent, within four (4) months at their expense and will be required to comply with the Health Unit’s immunization [policies](#). Please refer to the individual [policies](#) for specific requirements and processes. Applicants requiring accessibility accommodation for the interview are asked to make such requests only when contacted for an interview.

**HOURLY RATE:**

Minimum \$43.67 to Maximum \$49.13 (OPSEU Pay Band 13) plus 4% vacation pay and 4% public holiday pay. \*Please note, the maximum level you can start at is at Level 4 (\$47.72).  
When on-call, compensated at \$800 per week

**CLOSING DATE:**

Monday, September 16, 2024 at 4:00 p.m.

**APPLICATION PROCESS:**

**If you wish to be considered for this position, please forward your resume, cover letter and proof of education and certification required for this position to the attention of:**

**Wendy Moore, Human Resources Coordinator**  
**Attention: Job Posting #2024/035**  
 North Bay Parry Sound District Health Unit, 345 Oak Street West, North Bay, ON P1B 2T2 or  
 Email: [human.resources@healthunit.ca](mailto:human.resources@healthunit.ca)

**We thank all applicants for their interest, however only those applicants selected for an interview will be contacted.**

**Please Note: If you did not receive a confirmation email that your resume/application has been received, please contact Wendy Moore at [wendy.moore@healthunit.ca](mailto:wendy.moore@healthunit.ca) for confirmation.**

**Once posting is closed, please refer to website for status of job posting.**

*The Health Unit is an Equal Opportunity Employer*

*Your lifetime partner in healthy living.  
 Votre partenaire à vie pour vivre en santé.*

[myhealthunit.ca](http://myhealthunit.ca)

📍 345 Oak Street West,  
North Bay, ON P1B 2T2

📞 1-800-563-2808  
705-474-1400

📠 705-474-8252

📍 90 Bowes Street, Suite 201,  
Parry Sound, ON P2A 2L7

📞 1-800-563-2808  
705-746-5801

📠 705-746-2711