



**POSITION AVAILABLE**

**Position:** General Services Senior Manager  
**Department:** General Services  
**Office:** Environmental Health

**Posting Date:** August 16, 2022  
**Hours:** Full-time, M - F 8 am - 4:30 pm  
**Starting Salary:** D61/1 – \$34.65/hour - \$52.03/hour  
\$72,072.00 - \$108,222.40/Annual

*\*\*salary commensurate with experience\*\**

**Minimum Qualifications:**

- Bachelor of Science Degree in Environmental Health (EH) or related field and ten years of experience in EH
- Three years of Supervisory experience
- Current Ohio Registered Environmental Health Specialist (REHS) and five years of experience as an REHS
- Current valid Ohio driver's license & access to a motor vehicle
- Required to play an active role during a public health emergency, crisis, outbreak, incident, or event in which the Health Commissioner deems additional changes in responsibilities and working locations/ hours.

**Preferred Qualifications:**

- A Master's Degree in Environmental or Public Health or a related field
- Five years of Supervisory experience

**Responsibilities include but not limited to:**

- Supervises and/or coordinate activities of Environmental Health Supervisors, Registered Environmental Health Specialists, and support staff.
- Assigns duties, establishes program goals, and monitors employee performance
- Provides direct supervision of multiple programs for Food Protection, Swimming Pools & Spas, Campgrounds, Hotel/Motel, Body Art, School Buildings, Institutions, and the Smoke-free Workplace enforcement
- Hiring, training and orienting staff and acting as a technical resource
- Conducting staff meetings and resolving work problems
- Responding to requests for assistance or consultation from the public, government, staff, and industry
- Accompanying staff on field inspections and supervising environmental or food borne illness investigations
- Summarizing investigation findings and reports conclusions
- Reviewing cases for possible enforcement actions and conducting prehearing conferences
- Other responsibilities include determine budget, participate on the Incident Management Team, after hours on-call response, media spokesperson for the General Services programs and special projects as needed.

**PHDMC provides a quality, affordable and competitive healthcare benefits to employees, including the following:**

- Vacation, sick and personal leave, Paid holidays
- Membership with Ohio Public Employees Retirement Systems (OPERS)
- Eligibility to contribute to a Deferred Compensation Program (Section 457 plan)

**How to apply:** Complete the application found on our website: [www.phdmc.org/about/employment-postings](http://www.phdmc.org/about/employment-postings)

- Fax, email, or deliver the completed application and resume to Human Resources at:

Public Health – Dayton & Montgomery County  
117 South Main Street, 2<sup>nd</sup> Floor  
Dayton, Ohio 45422

Fax (937) 496-3070  
[humanresources@phdmc.org](mailto:humanresources@phdmc.org)

**Closing Date to Apply:** September 15, 2022, or until position is filled

**Position is subject to a criminal background check.**

Applicants who declare use of nicotine/tobacco in any form including replacement therapy products and prescription medications used to treat smoking addiction on the PHDMC Application for Employment or addendum thereto, shall not be considered for employment

Applicants who do not support and promote Public Health evidence-based and evidence-informed public health practices shall not be considered for a position with Public Health

**PUBLIC HEALTH - DAYTON & MONTGOMERY COUNTY (PHDMC) IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, SEX, SEXUAL ORIENTATION, GENDER IDENTITY OR EXPRESSION, AGE, NATIONAL ORIGIN, DISABILITY, MILITARY STATUS, VETERAN STATUS, GENETIC TESTING, OR OTHER UNLAWFUL BIAS EXCEPT WHEN SUCH A FACTOR CONSTITUTES A BONA FIDE OCCUPATIONAL QUALIFICATION ("BFOQ").**