

**New York State Department of Civil Service**  
**DIVISION OF CLASSIFICATION & COMPENSATION**

Classification Standard

**Occ. Code 4414110**

<b>Public Health Specialist 1 (Environment), Grade 18</b>	<b>4414110</b>
<b>Public Health Specialist 2 (Environment), Grade 23</b>	<b>4414210</b>
<b>Public Health Specialist 3 (Environment), Grade 27</b>	<b>4414310</b>

Brief Description of Class Series

Public Health Specialists (Environment) investigate and evaluate the impact of environmental contamination on public health; assess human exposure to hazardous chemicals; develop, coordinate, and evaluate regulatory programs and remedial activities; recommend measures protective of public health; and communicate health assessments to the public and other government agencies.

These positions are classified in the Department of Health's (DOH) Center for Environmental Health (CEH), within program areas that investigate, inspect, and work to remediate environmentally contaminated sites.

Distinguishing Characteristics

*Public Health Specialist 1 (Environment):* full performance level; conducts comprehensive investigations and assessments of environmentally contaminated sites; and may supervise Public Health Specialist (Environment) Trainees.

*Public Health Specialist 2 (Environment):* first supervisory level; serves as a supervisor for a section within a geographic region, or for a particular class of investigations; and supervises Public Health Specialists 1 (Environment).

*Public Health Specialist 3 (Environment):* managerial level; serves as a section head; manages all investigations for a geographic region, or for a particular class of investigations; and administratively supervises Public Health Specialists 2 (Environment), and other support staff.

## Illustrative Tasks

### *Public Health Specialist 1 (Environment)*

Conducts preliminary public health investigations of suspected circumstances that could adversely affect the environment.

Assembles technical data on the environmental fate of pollutants through the review of files, environmental health inspection reports, and other data available on a site, water supply, or other environmental contamination issue.

Assists in the planning of expanded laboratory capabilities through the evaluation of program needs and makes recommendations on the need for analysis of specific compounds in different media.

Assists in the determination of sampling and lab analyses through the review of manufacturing processes and/ or waste streams of industries under investigation.

Compiles relevant data on human exposure pathways to be used in the impact assessment of possible public exposure to contaminants.

Reviews remedial action and remedial design plans initiated by other agencies or responsible parties for hazardous waste sites, voluntary clean-up sites, or brownfield sites, and makes recommendations to ensure that public exposures are mitigated.

Analyzes and interprets environmental data to prepare technical reports for use in negotiations, litigation, and the ranking of sites.

Responds to public inquiries related to environmental concerns and provides technical support and guidance to local health units (LHUs) on hazardous waste sites, chemical spills, indoor air quality molds, and other environmental hazards to public health.

Develops technical training programs for LHUs on environmental exposure and hazard assessments based on established policies and procedures.

Investigates emergency incidents of indoor air contamination in accordance with established policies and procedures.

Oversees field inspections to determine if work plans are implemented in a manner protective of public health.

May independently represent DOH at public meetings, provide technical support, and explain policies and positions.

### *Public Health Specialist 2 (Environment)*

May perform all of the same duties as a Public Health Specialist 1 (Environment).

Supervises Public Health Specialists 1 (Environment) to ensure that investigations are complete, accurate, and carried out in accordance with established policies and procedures.

Investigates hazardous waste sites and reviews investigations initiated by the Department of Environmental Conservation, LHUs, and other responsible parties to ensure that environmental data is sufficient to assess public exposures to contaminated media.

Identifies program trends, accomplishments, or issues for Public Health Specialists 3 (Environment).

Makes recommendations or decisions based on the analysis and interpretation of environmental data.

Works with LHUs to perform investigations and sampling of environmentally contaminated sites.

Performs field inspections to determine if work plans are implemented in a manner protective of public health, to assess actual site conditions, and collects samples of environmental media.

Represents DOH at meetings with various stakeholders to discuss investigations and remedial activities, and with the public.

### *Public Health Specialist 3 (Environment)*

May perform all the same duties as a Public Health Specialist 2 (Environment).

Investigates various environmental problems, addresses public health concerns, and oversees the activities of lower-level Public Health Specialists (Environment) within a defined geographic region.

Informs management of and discusses potential ramifications of highly sensitive and political issues related to environmental contamination.

Interacts with DOH program managers, LHUs, and other State and federal agencies to coordinate workloads, delineate responsibilities, and develop policies and procedures related to new environmental health issues.

Prioritizes the work of subordinate staff, ensures that resources are allocated to the highest impact areas, prepares workload analyses, and monitors progress to ensure

that work is completed in accordance with established timeframes, policies, and procedures.

Identifies staff training needs and allocates resources efficiently to address those needs.

Reviews staff comments regarding proposals, data, draft reports, final reports, remedial designs, investigations, and feasibility studies prepared by consultants or other responsible parties to ensure appropriateness and adherence to conditions of negotiated orders to contain sites and mitigate human exposure and potential public health concerns.

Reviews and approves community health and safety plans to be used during investigations and remedial activities.

Monitors the implementation of health and safety plans during remedial construction to ensure the protection of public health.

Represents DOH at interagency, public, and private meetings.

Provides consultation and technical assistance to LHUs to address public health concerns associated with environmental contamination.

Coordinates regional activities and objectives related to hazardous waste sites with Central Office and other involved State and federal agencies.

Performs the full range of administrative supervisory responsibilities.

### Minimum Qualifications

#### *Public Health Specialist 1 (Environment)*

Open Competitive: bachelor's degree including or supplemented by 30 semester credit hours in biology, chemistry, biochemistry, geology, engineering, geochemistry, industrial hygiene, environmental sciences, or a related degree; AND either two years of professional experience assessing the impact of toxic substances on public health or completion of a two-year traineeship.

Substitution: master's degree including or supplemented by 30 semester credit hours in biology, chemistry, biochemistry, geology, engineering, geochemistry, industrial hygiene, environmental sciences, or a related degree may substitute for one year of experience.

*Public Health Specialist 2 (Environment)*

Promotion: one year of permanent service as a Public Health Specialist 1 (Environment).

*Public Health Specialist 3 (Environment)*

Promotion: one year of permanent service as a Public Health Specialist 2 (Environment).

**Note:** Classification Standards illustrate the nature, extent, and scope of duties and responsibilities of the classes they describe. Standards cannot and do not include all the work that might be appropriately performed by a class. The minimum qualifications above are those required for appointment at the time the Classification Standard was written. Please contact the Division of Staffing Services for current information on minimum requirements for appointment or examination.

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