

JOB POSTING #2024/012

POSITION:

(2) Student Public Health Inspectors - Environmental Health Program - Management/Non-Union

HOURS OF WORK:

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

EFFECTIVE:

May 27, 2024 to August 23, 2024 (subject to change)

LOCATION:

Main Office – North Bay or Parry Sound Branch Office

ADDITIONAL INFO:

Student Positions

POSITION SUMMARY:

Working as a member of the Environmental Health team, under the direction of the Program Manager, the student will gain the practicum required to participate in the certification process. Duties will include: food safety; safe water; tobacco control; communicable disease surveillance and investigation (including rabies); health hazard investigation; and other general public health activities as assigned that is consistent with the mission, vision, values, objectives, policies and standards of the Board of Health.

QUALIFICATIONS:

Education, Experience, Knowledge, Skills & Abilities:

- Currently enrolled in an approved Canadian Institute of Public Health Inspectors (CIPHI) Environmental Health program
- Demonstrated knowledge of applicable Legislations and Acts such as: [Health Promotion Protection Act](#), [Ontario Public Health Standards \(2021\)](#), Public Health Regulations, Protocols, Guidelines and Best Practices
- Flexibility to respond to varied and shared tasks associated with team functioning
- Self-motivated and able to complete assigned duties with minimal supervision
- Committed to providing exceptional client service
- Shows discretion and appropriately handles confidential information
- Excellent verbal and written communication skills
- Strong interpersonal, organizational and problem solving skills

- Proficient with use computer technology including Microsoft Office 365 programs (Word, Excel, PowerPoint, Teams), SharePoint, and applicable database applications
- Ability to participate effectively in a multi-disciplinary team
- Ability to prepare reports
- Demonstrated commitment to continuous learning and quality improvement
- Ability to work flex hours as required
- Required to wear personal protective equipment
- 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:

\$21.18 (plus 4% vacation pay and 4% public holiday pay)

CLOSING DATE:

Wednesday, March 13, 2024 at 4:00 p.m.

APPLICATION PROCESS:

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

**Wendy Moore, Human Resources Coordinator
Attention: Job Posting #2024/012**

North Bay Parry Sound District Health Unit, 345 Oak Street West, North Bay, ON P1B 2T2 or

Email: 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 for confirmation.

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

The Health Unit is an Equal Opportunity Employer

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705-474-1400

📠 705-474-8252

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