

## JOB POSTING #2025/008

### POSITION:

Public Health Inspector - Environmental Health Program - OPSEU

### HOURS OF WORK:

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

### EFFECTIVE:

As Soon As Possible

### LOCATION:

Main Office – North Bay

### ADDITIONAL INFO:

Vacant Position

### 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, Ontario Public Health Standards](#), and relevant acts and 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. All work is consistent with the mission, vision, values, strategic priorities, policies, and standards of the Board of Health.

### 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)  
When on-call, compensated at \$800 per week

**CLOSING DATE:**

Wednesday, April 9, 2025, 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 #2025/008**

**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.**

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

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