



San Joaquin County is recruiting for: Assistant Director Environmental Health Department



THE POSITION

The Assistant Director of Environmental Health assists with the organization, operation and administration of the San Joaquin County Environmental Health Department by performing highly responsible administrative and managerial work in support of department operations and programs, and directs and coordinates the work of subordinate staff. An incumbent in this management class reports to the Director of Environmental Health and serves as the assistant department head, acting in the absence of the Director as required and functioning under the direct extension of the Director's authority. The Assistant Director of Environmental Health assists with the administration of department budgets, functions and activities, while helping to ensure their compliance with all applicable laws and regulations, as well as the policies established by the Director, County Administrator and Board of Supervisors. The incumbent is expected to model a strong work ethic and leadership skills, including accountability for oneself and others.

For a complete job description visit our website at www.sjgov.org/hr.

THE DEPARTMENT

The Environmental Health Department provides environmental services, which protect and enhance public health, well-being, and safety through prevention, education, inspection, and enforcement of State and local environmental laws and regulations.

To maintain a healthy environment for residents of San Joaquin County, inspection and compliance activities are performed by Registered Environmental Health Specialists (REHS), Registered Dairy Inspectors (RDI), and Hazardous Materials Specialists (HMS), in 25 program areas.

The department has an operating budget of \$9 million for the 2016/2017 fiscal year and employs 65 full-time employees.



**Exempt Recruitment
Announcement
0716-EA2300-EX**

SAN JOAQUIN COUNTY

A land of beauty, recreation and natural riches-from the waters of the Delta to the vines of the Lodi wine appellation, San Joaquin County has it all. San Joaquin County boasts seven cities and some of the finest opportunities in the state for boating, fishing, camping, history-gathering, or just plain fun in the sun. Each city, as well as the unincorporated county areas, offers a unique opportunity to enjoy natural California beauty and nature, or music, arts and culture. Whatever your interest, it can most likely be found in San Joaquin County.

ARTS, CULTURE, AND RECREATION



The arts and culture provide a much-needed respite from everyday worries and the Haggin Museum, San Joaquin County Historical Museum, and the Children's Museum of Stockton are popular spots.

The Stockton Symphony, San Joaquin County Ballet, and Stockton Civic Theater provide important experiences for children and adults. The multi-cultural community offers a diversity of views and opinions in its art and culture, providing a wealth of knowledge about past and present on canvas and stage.

Over 75 languages are spoken within the region and there is richness in the blending of cultures and ways that creates an air of celebration about individual customs, foods and cultures.

San Joaquin County government provides nine community parks for boating, camping, picnicking, swimming and organized sports. Annual family events include Stockton's Asparagus Festival, attended by thousands of fun-seekers from the county and beyond, held in downtown Stockton.

Individual cities and communities provide a host of other opportunities, from Lodi Lake Park and Nature Area to the Woodbridge Ecological Reserve. The county-owned and operated Micke Grove Park offers a zoo, rides and a historical museum to delight both children and adults. The San Joaquin Delta is one of the area's best kept secrets and offers some of the best boating in the state: more than 1,000 miles of waterways stretching from the Stockton Harbor north to Sacramento and offering access to the San Francisco Bay.

AGRICULTURE

The county is one of the most agriculturally rich regions in California and is the number one producer, statewide, of asparagus. Twenty-four thousand acres of county farmland are dedicated to production of this crop. In recent years, the leading crop in the county has been wine grapes, and wineries and vineyards have sprung up from Stockton to Lodi.



EDUCATION

From preschool to higher education, the county has it covered with an abundant array of opportunities to learn and grow. The University of the Pacific, California State University, Stanislaus - Stockton Center, Humphreys College and School of Law, National University and San Joaquin Delta Community College offer a wide variety of choices for educational opportunities. The county's 17 school districts provide families with a wide choice for children's educational development.

HOUSING

Homes and apartments are plentiful and the median home price in the county is still affordable when compared to other nearby areas.

Affordable, comfortable housing is available in most sections of the county and new homes abound in both the south and north area, with historic homes found mostly in central Stockton and downtown Lodi.

San Joaquin County is a place where families can grow, learn, and experience the nature and beauty of the California landscape while benefiting from unique cultural, recreational, and educational opportunities, that the area provides.

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COMPENSATION PACKAGE

**Annual Base Salary:
\$89,356 - \$108,638**

In addition to the base salary, the County offers:

- ◆ Cafeteria Plan in the amount of \$2,001.91 monthly (\$24,022.96 annual amount). The Cafeteria plan may be used to purchase medical, dental, and vision coverage. Unused monies are included in salary.
- ◆ A 2% employer contribution to the County's 457 Deferred Compensation Plan (\$1,787- \$2,172).
- ◆ Vacation cash-out up to 8 days annually (\$2,749 - \$3,342).
- ◆ 1937 Act retirement plan with reciprocity with CALPERS and other 1937 Act plans.
- ◆ 12 days sick leave annually with unlimited accumulation.
- ◆ 15 days of vacation leave (20 days after 10 years and 23 days after 20 years).
- ◆ 10 days administrative leave per year.

For further information regarding benefits, please access the County's benefits website at:

www.sjgov.org/hr/Programs/Benefits

DESIRABLE QUALIFICATIONS

Education: Possession of a Master's degree in biology, chemistry, physics, microbiology, public health or closely related field from an accredited college or university.

Experience: Five years of environmental health-related management experience, including at least two years in a public sector agency.

REQUIRED QUALIFICATIONS

Registration: Possession of a valid certificate as a Registered Environmental Health Specialist issued by the California Department of Health Services.

License: Possession of a valid California driver's license.

This position is exempt from the San Joaquin County Civil Service system. Appointments to exempt positions in San Joaquin County are at-will and not governed by the Civil Service Rules

APPLICATION & SELECTION

**Final Filing Date:
August 19, 2016**

Please submit your application and supplemental application to:

San Joaquin County Human Resources
Attn: Kathy Parker
44 N. San Joaquin Street, Suite 330
Stockton, CA 95202

OR

online at www.sjgov.org/hr

Tel: 209.468.3273 Fax: 209.468.0508



If warranted by the number of candidates, applications may be reviewed by a screening panel to determine those selected to participate in screening interviews. Final candidates will be interviewed by the Director of Environmental Health. Final appointment will be conditional upon passing the pre-employment drug screen and background investigation.

Assistant Director Environmental Health Department

SUPPLEMENTAL QUESTIONS

Please submit responses to the following questions along with your employment application to the San Joaquin County Human Resources Division. Please number your responses and address each question separately and limit one page per question. When answering the questions below related to your experience, please provide a detailed description that includes **the name of your employer, your dates of employment, and your job title.** These questions will be reviewed in evaluating your qualifications.

1. Provide an overview of your senior level administrative or senior level managerial experience overseeing environmental health related programs in a public agency.
2. Describe your supervisory experience overseeing staff in environmental health related programs. Include the number of employees you supervised, their job titles, and the scope of your program responsibility, including a detailed description of your duties.
3. Describe your budget experience, including the size and complexity of the budget, and your level of participation in the budget process.
4. Do you possess a certificate as a Registered Environmental Health Specialist issued by the California Department of Health Services? If yes, please submit your certificate.
5. Do you possess a valid California driver's license? If yes, indicate expiration date.