



COUNTY OF LOS ANGELES  
DEPARTMENT OF PUBLIC HEALTH  
OPEN COMPETITIVE JOB OPPORTUNITY



THIS ANNOUNCEMENT IS A REBULLETIN TO CHANGE THE SELECTION REQUIREMENTS TO MINIMUM REQUIREMENTS. THIS REBULLETIN SUPERSEDES BULLETIN NUMBER PH-2007-163:ER, POSTED DECEMBER 13, 2007 WITH AN ORIGINAL FILING DATE OF FEBRUARY 25, 2000. PERSONS WHO HAVE ALREADY APPLIED WITHIN THE LAST TWELVE MONTHS NEED NOT REAPPLY, BUT MAY SUBMIT ADDITIONAL INFORMATION IF THEY WISH. THE INFORMATION MUST INCLUDE THE CORRECT EXAMINATION TITLE AND EXAMINATION NUMBER.

Bulletin No. PH-2009-11:ER

Posting Date: February 04, 2009

**JOB TITLE**

**ENVIRONMENTAL HEALTH TECHNICIAN**

**EXAM NUMBER**

PH5668A

**FILING DATES**

February 25, 2000 until needs are met

**SALARY**

\$2,748.27 - \$3,590.45 **MONTHLY**

**POSITION INFORMATION**

Under supervision, assists Environmental Health Specialists in performing routine tasks associated with the inspection and enforcement of environmental health and consumer protection laws.

**ESSENTIAL JOB FUNCTIONS**

Conducts surveys of food establishments and housing, and inventories, reviews, Treasurer Tax Collector documents in order to initiate the permit and license processes; collects revoked or invalid licenses and permits; conducts routine complaint investigations such as mosquitos, trash, stables, and vacant lot problems; issues orders to clean up if required; conducts inspections of laundries to ensure proper permits are exhibited and health standards are met; assists Environmental Health Specialists in routine environmental inspections of food establishments; inspects restrooms and trash facilities, relating findings to an Environmental Health Specialist; performs initial surveys for rodent presence; assists property owners in planning controls; assist in routine inspections by monitoring equipment used to determine levels of noise, dust, carbon monoxide, formaldehyde and illumination; conducts inspections of garment design rooms, issuing orders to correct violations as required; conducts required communicable disease control live mosquito trapping and collects samples; assists in the trapping of rodents, placing and maintaining dusting stations, and applying pesticides under supervision; drives to and from various work locations within their geographically designated area of the County.

Department of Public Health: Address: 5555 Ferguson Drive, Suite 200-01, City of Commerce, CA 90022  
24-Hour Job Line: (800)970-LIST; TTY Phone: (213) 974-0911

THE COUNTY OF LOS ANGELES IS AN ACTIVE EQUAL OPPORTUNITY EMPLOYER

**MINIMUM REQUIREMENTS**

Completion of 12 semester units or the quarter unit equivalent in Chemistry, Zoology, Microbiology, or Biology from an accredited\* college or university.

**Physical Class: 3 - Moderate:**

Includes standing or walking most of the time, with bending, stooping, squatting, twisting, and reaching; includes working on irregular surfaces, occasionally lifting objects weighting over 25 pounds, and frequent lifting of 10-25 pounds.

**Licenses:** A valid California Class C Driver License is required to carry out job-related essential functions.

**Special Requirement Information:** Successful applicants for this examination will be required to obtain a copy of their driving record from the California State Department of Motor Vehicles before being hired. A copy of your driving record must be presented at the time of your appointment. License must not be suspended, restricted or revoked. **AN APPLICANT WHOSE DRIVING RECORD SHOWS FOUR OR MORE MOVING VIOLATIONS WITHIN THE LAST TWO YEARS WILL NOT BE APPOINTED.**

\*Accredited institutions are those listed in the publications of regional, national or international accrediting agencies which are accepted by the Department of Human Resources. Publications such as American Universities and Colleges and International Handbook of Universities are acceptable references. Also acceptable, if appropriate, are degrees that have been evaluated and deemed to be equivalent to degrees from the United States accredited institutions by an academic evaluation agency recognized by The National Association of Credential Evaluation Services or The Association of International Credential Evaluators, Inc.

In order to receive credit for any college course work, or any type of college degree, such as Bachelor, or Master degree, or for completion of a certificate program, you must include a legible copy of the official diploma, official transcripts, or official letter from the accredited institution which shows the area of specialization; or official certificates with your application.

**SPECIAL INFORMATION**

**Shift:** Day: 8:00a.m. - 5:00p.m.

Appointees may be required to work any shift including evenings, nights, weekends and holidays.

**VACANCY INFORMATION**

The resulting eligible register is used to fill vacancies within Public Health Programs and Services, Environmental Health Division.

**EXAMINATION CONTENT**

This examination will consist of an interview weighted 100%. The interview will cover training, experience, personal fitness and general ability to perform the duties of the position.

Candidates must achieve a passing score of 70% or higher on the interview in order to be placed on the eligible register.

**ELIGIBILITY INFORMATION**

The names of candidates receiving a passing grade on the examination will be added to the Eligible Register and, unless appointed, will appear in the order of their score group for a period of at least twelve (12) months following the date of eligibility. No person may compete in this examination more than once every twelve (12) months.

**\*\*\*\* IMPORTANT INFORMATION \*\*\*\***

**APPLICATION  
INFORMATION**

You have the option of filing a standard County of Los Angeles Employment Application either Hard Copy submission **-OR-** Online (via electronic submission). Please select only **ONE** method to file your application.

**Instructions for Filing Online:** The Standard County of Los Angeles Employment Application for this examination can be completed Online and submitted electronically. Applications electronically received after 5:00 p.m., PST, on the last day of filing will not be accepted. **TO APPLY ONLINE, click on the link below the filing address.**

**Applicants who apply Online, must either upload required documents as attachments during application submission or fax a photocopy of the required documents to (323) 890-7855 within five (5) business days of filing Online. Please include your Name, the Exam Number and the Exam Title on faxed documents.**

**Instructions for Hard Copy Submission :** A Standard County of Los Angeles Employment Application for this position will be accepted on business days only between 8:00 a.m. and 5:00 p.m. A Standard County of Los Angeles Employment Application can be found at:  
**<http://easier.co.la.ca.us/JobInfo/empapp.pdf>**.

**This examination will remain open until the needs of the service are met and is subject to closure without prior notice. Application filing may be suspended at any time without advance notice.**

**The acceptance of your application depends on whether or not you have clearly shown that you meet the Minimum Requirements. Please fill out your application completely and correctly so that you will receive full credit for your related education and experience. In the space provided for education, include the names and addresses of schools/colleges attended, titles of courses completed, dates completed and number of credits earned, college units earned, degree(s) earned, dates completed and specialized field of study. For each job held, give the name and address of your employer, your job title, beginning and ending dates, description of work performed and salary earned. Attach an additional page to your application, if necessary, to describe fully your related education and experience. All information supplied by applicants is subject to verification. Applications may be rejected at any stage of the selection process.**

**Submit completed application and any required supplemental (if any) in person or by U.S. Mail to the following address:**  
**Department of Health Services  
Recruitment & Examining Office  
5555 Ferguson Drive, Suite 200-01  
City of Commerce, CA 90022  
(323) 890-8488**

**DISABILITY  
ACCOMMODATIONS**

**Americans with Disabilities Act of 1990:** All positions are open to qualified men and women. Pursuant to the Americans with Disabilities Act of 1990, persons with disabilities who believe they need reasonable accommodation, or help in order to apply for a position, may contact the ADA coordinator at (323) 890-8474.

Contact the Coordinator of Personnel Services for Disabled Persons by calling (323) 890-8474. Hearing impaired applicants with telephone teletype equipment may leave messages by calling (213) 974-0911 . The County will attempt to meet reasonable accommodation requests whenever possible.

**AN EQUAL OPPORTUNITY EMPLOYER**

**Equal Employment Opportunity:** It is the policy of the County of Los Angeles to provide equal employment opportunity for all qualified persons, regardless of race, religion, sex, national origin, age, sexual orientation, or disability.

**CHILD SUPPORT COMPLIANCE**

**Los Angeles County Child Support Compliance Program:** In an effort to improve compliance with court-ordered child, family and spousal support obligations, certain employment and identification information (i.e., name, address, Social Security number and date of hire) is regularly reported to the State Directory of New Hires which may assist in locating persons who owe these obligations. Family Code Section 17512 permits under certain circumstances for additional employment and identifying information to be requested. Applicants will not be disqualified from employment based on this information.

**VETERAN'S CREDIT**

**VETERANS' PREFERENCE CREDIT** of 10 points will be added to the final passing grade in any open competitive examination if you are an honorably discharged veteran who served in the Armed Forces of the United States:

- During a declared war; or
- During the period April 28, 1952 through July 1, 1955; or
- For more than 180 consecutive days, other than for training, any part of which occurred after January 31, 1955, and before October 15, 1976; or
- In a campaign or expedition for which a campaign medal or expeditionary medal has been authorized and awarded.

This also applies to the spouse of such person who, while engaged in such service was wounded, disabled or crippled and thereby permanently prevented from engaging in any remunerative occupation, and also to the widow or widower of any such person who died or was killed while in such service. A DD214, Certificate of Discharge or Separation from Active Duty, or other official documents issued by the branch of service are required as verification of eligibility for Veterans' preference. If you are unable to provide any documentation at the time of filing, the 10 points will be withheld until such time as it is provided.

**EMPLOYMENT ELIGIBILITY INFORMATION**

**Employment Eligibility Information:** Final appointment is contingent upon verification of U.S. citizenship or the right to work in the United States. Immigration law provides that **all** persons hired after November 6, 1986, are required to present original documents to the County, **within three (3) business days** of hiring, which show satisfactory proof of: 1) identity and 2) U.S. employment eligibility.

**RECORD OF CONVICTIONS**

A full disclosure of all convictions is required. Failure to disclose convictions will result in disqualification. Not all convictions constitute an automatic bar to employment. Factors such as your age at the time of the offense(s), and the recency of offense(s) will be taken into account, as well as the relationship between the offense(s) and the job(s) for which you apply. However, any applicant for County employment who has been convicted of workers' compensation fraud is automatically barred from employment with the County of Los Angeles (County Code Section 5.12.110). **ANY CONVICTIONS OR COURT RECORDS WHICH ARE EXEMPTED BY A VALID COURT ORDER DO NOT HAVE TO BE INCLUDED.**

**SOCIAL SECURITY  
ACT OF 2004**

Section 419 (c) of Public Law 108-203, the Social Security Protection Act of 2004, requires State and local government employers to disclose the effect of the Windfall Elimination Provision and the Government Pension Offset Provision to employees hired on or after January 1, 2005, in jobs not covered by Social Security. The County of Los Angeles does not participate in the Social Security System. All newly hired County of Los Angeles employees must sign a statement (Form SSA-1945) prior to the start of employment indicating that they are aware of a possible reduction in their future Social Security benefit entitlement. For more information on Social Security and about each provision, you may visit the website [www.socialsecurity.gov](http://www.socialsecurity.gov), or call toll free 1-800-772-1213. Persons who are deaf or hard of hearing may call the TTY number 1-800-325-0778 or contact a local Social Security office.