



# VILLAGE OF DOLTON

Riley H. Rogers.....Mayor

Mary Kay Duggan.....Village Clerk

## TRUSTEES

Tammie Brown  
Andrew Holmes

Deborah Denton  
Jason House

Tiffany Henyard  
Edward Steave

## HEALTH INSPECTOR

Health inspectors examine and inspect public establishments, ensuring each is in compliance with public health regulations and laws. Most of these regulations and laws pertain to the sanitation of the establishment in question, which include hotels and motels, food service establishments, certain housing and health facilities. These regulations help to protect the public against illnesses and other potential health hazards.

## DUTIES AND RESPONSIBILITIES

Duties include both primary and follow-up inspections of public establishments to ensure compliance with sanitary codes. Inspectors may relay establishment violations to the owner or manager.

Public health inspectors respond to questions regarding documented violations, prepare detailed reports and maintain inspection records. Additional public health inspector duties may include evaluating data pertaining to the inspection and maintaining correspondence with the organization concerning permits and violations.

## MINIMUM JOB REQUIREMENTS:

State certification in public health laws and compliance.

Must be observant to inspect facilities for sanitation or public health violations.

Good written and verbal communication skills to prepare reports, convey compliance information to facility owners and explain technical information to a non-technical audience.

Have the skills to analyze data from an inspection or sampling to determine if a public health threat exist.

Ability to set priorities, follow instructions and make sound decisions.