

CITY OF MINNETONKA
invites applications for the position of:
**Environmental Health
Intern**



Salary: \$14.00 /Hour

Opening Date: 02/15/16

Closing Date: 03/11/16 04:30 PM

Job Description:

The environmental health intern completes inspections and enforces codes related to environmental health such as swimming pool inspections, food operations, food vending, and refuse trucks; investigates nuisance complaints; and miscellaneous office duties. The schedule will be Monday through Friday, 40 hours per week for the summer season.

Duties/Responsibilities:

Essential Job Functions:

- Complete assigned inspections.
- Enforce code/ordinances.
- Investigate nuisance complaints.

Other Job Functions:

- Miscellaneous filing/organizing, etc.

Qualifications:

Minimum Job Qualifications:

- A commitment to and belief in the organization's shared values.
- Academic experience in environmental health, food science, biological or physical sciences, community health education or related field.
- Good communication and organizational skills.
- A valid driver's license.

Desired Job Qualifications:

- A bachelor's or master's degree in environmental health, food science, biological or physical sciences, community health education or related field.
- Previous work experience in the environmental health field.
- Computer software experience in Microsoft Word, Access etc.

Additional Information:

Knowledge, Skills and Abilities:

Knowledge of:

- Environmental health, food science, biological or physical sciences, community health education or related field.

Skilled in:

- Working with people.

Ability to:

- Take direction and complete tasks.
- Effectively communicate with the public and/or business managers/owners.
- Organization and prioritize daily/weekly/monthly tasks.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.eminnetonka.com>

Position # ENVHI 2-16
ENVIRONMENTAL HEALTH INTERN
PP

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