

Board of Health Agent
Town of Dudley
Part-Time, Contracted \$22,000

Board of Health Agent Summary of Position Responsibilities:

The Board of Health Agent is appointed by and works under the direction of the Board of Health performing food establishment inspections and housing complaint inspections. This position performs field inspections and plan reviews to ensure compliance with and enforcement of the State Sanitary and Environmental Codes, and all other related federal, state and town laws, bylaws and regulations.

Essential Functions of Job:

- Food Inspections as established by the Board of Health at local food establishments and as needed for food borne illness complaints.
- Septic Plan Review
- Housing inspections on an as needed basis as established by the Board of Health.

Minimum Competencies:

- Thorough knowledge of all food safety regulations, serve safe requirements for food establishments and food inspection protocols.
- Thorough knowledge of SSC 105 CMR 410.000: Chapter II, Minimum Standards of Fitness for Human Habitation state sanitary code.

Experience/Other Requirements:

- Professional experience in food establishment and housing inspections
- Must possess a valid MA Driver's License Part-time, Minimum 10 hours weekly based on a \$22,000.00 yearly contract. Some evening hours and occasional Saturdays may be required.

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this position. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required.

Interested applicants should contact Jennifer Cournoyer : 508 949 8007 and submit resume and cover letter via email to sewerwater@dudleyma.gov with CC: selectaa@dudlema.gov. Resumes and Cover letters will be accepted on a rolling basis, and the position will remain posted until filled. For a complete job description, go to dudleyma.gov and click and select the Board of Health page.