



Kahnawake Shakotiaa'takehnhas Community Services

## EMPLOYMENT OPPORTUNITY

### Environmental Health Technicians (2)

**KSCS IS SEEKING TWO (2) EXPERIENCED INDIVIDUALS TO PROVIDE TECHNICAL EXPERTISE AND LEADERSHIP IN THE DEVELOPMENT, IMPLEMENTATION AND EVALUATION OF ENVIRONMENTAL HEALTH SERVICES PROGRAM PLANS AND INITIATIVES.**

Under the general supervision of the Environmental Health Services Team Leader, the Environmental Health Technician will conduct public health inspections and investigations, educate, promote and make recommendations to the community and their leadership to help manage public health risks associated with the environment.

#### Required Education & Experience:

- Post-secondary certificate in Occupational Health and Safety or related field with one (1) year of relevant work experience.
- High school diploma with three (3) to five (5) years of related work experience.
- Strong knowledge of environmental health.
- Strong computer skills.

**Status:** Indefinite full-time position, with a six (6)-month probationary period.

**Salary:** Starting at \$32.70/hour.

**Schedule:** 35 hrs/week; must be willing to work flexible hours as necessary.

**If you believe you possess all the requirements listed in the full job description for this position, and you wish to pursue a rewarding career with excellent benefits at KSCS, please forward your complete application to:**

KSCS Human Resources at [humanresources@kscskahnawake.ca](mailto:humanresources@kscskahnawake.ca). You must include a resume, letter of intent, along with your completed application form and required documents as specified within the application form. Full job descriptions are available at [www.kscs.ca](http://www.kscs.ca). Call 450-632-6880 for more info.

**Deadline to apply is:** Friday, March 14<sup>th</sup> 2025, at 4:00 pm

**GENERAL INFORMATION**

<b>Code:</b>	<b>EH1</b>
<b>Job Title:</b>	<b>Environmental Health Technician</b>
<b>Department:</b>	Environmental Health Services
<b>Date of Job Description:</b>	April 2011
<b>Date of Revision:</b>	April 19, 2021
<b>Job Reports To:</b>	Team Leader of Environment Health Services

**JOB DESCRIPTION SUMMARY**

Under the general supervision of the Environmental Health Services Team Leader, the Environmental Health Technician independently applies learned skills, knowledge and practical experience to semi-routine tasks associated with the job family using established practices and standard procedures to complete assignments.

Conducts testing, monitoring, inspections and assessments relative to the Environmental Health Services mandate concerning community health. Develops, implements and promotes initiatives and safe health practices and policies to ensure compliance with federal, provincial, and local environmental and community health and safety regulations. Interacting with a variety of departments, conducts training and promotes community awareness on environmental issues, health and safety, emergency response and hazardous material handling. Recommends corrective action where environmental health and safety hazards exist. Serves as a liaison to community, other services, resources and agencies.

Decisions are straightforward in nature, within clearly defined procedures and practices specific to the department or work group and are regularly reviewed.

**CORE RESPONSIBILITIES AND DUTIES**

<b>Core Responsibilities</b>	<b>Duties</b>
<b>Conducts testing, inspections and assessments relative to EHS responsibilities.</b>	<ul style="list-style-type: none"> <li>➤ Conduct weekly potable water quality testing. Review and interpret potable water quality results according to the latest version of the Guidelines for Canadian Drinking Water Quality</li> <li>➤ Conduct seasonal recreational water quality sampling.</li> <li>➤ Provide advice, guidance and recommendations for sewage disposals, solid waste disposal, and waste treatment.</li> <li>➤ Conducts annual inspections on all public food service facilities.</li> <li>➤ Provide education on safe food handling for food service workers including sources, storage, preparation and distribution.</li> <li>➤ Provide public health inspections for housing. Inspections include evaluation of indoor air quality, contaminants, pest control, water supply, waste disposal, general safety, obvious structural defects and overcrowding.</li> <li>➤ Carries out health and safety inspections for institutions, special events, recreational facilities, housing.</li> <li>➤ Identify existing and potential hazards associated with wastewater disposal and prevent public health risks.</li> <li>➤ Monitors communicable diseases control, pests' control, environmental contaminants, and transportations of dangerous goods.</li> <li>➤ Radon monitoring/detection/remediation.</li> <li>➤ Cancer awareness/reduction activities.</li> <li>➤ Emergency planning, emergency preparedness and response planning.</li> </ul>

<b>Develops and implements initiatives related to the EHS program.</b>	<ul style="list-style-type: none"> <li>➤ Develops and implements initiatives designed to prevent/resolve community health problems, some directed specifically at environmental health, and others aimed towards community development.</li> <li>➤ Implements educational sessions or workshops to specific target groups, and/or the general public on topics pertaining to environmental health and safety.</li> </ul>
<b>Liaison with clients and other services, resources and agencies.</b>	<ul style="list-style-type: none"> <li>➤ When required, serves as a liaison to clients who need general information or require assistance on matters pertaining to environmental health and creates referrals to the appropriate agencies.</li> <li>➤ Establishes and maintains a co-operative working relationship with services, resources and agencies within and outside the community in areas of mutual concern.</li> <li>➤ Joins and/or assists health related committees/boards.</li> <li>➤ Attends meetings, workshops, conferences and training opportunities that are relevant to professional or program development.</li> </ul>
<b>Ensures administrative procedures are adhered to.</b>	<ul style="list-style-type: none"> <li>➤ Prepares monthly activity reports for Team Leader</li> <li>➤ Fulfils other responsibilities as may be designated by the Team Leader</li> </ul>
<b>Performs any other job-related duties as may be required by the immediate Supervisor.</b>	

<b>ENVIRONMENTAL FACTORS</b>	
<b>Types of Schedule:</b>	➤ Regular work week.
<b>Stress Factor:</b>	➤ Moderate stress. Some periods of high stress.
<b>Deadlines:</b>	➤ Some tight deadlines.
<b>Environment:</b>	➤ Indoor and/or outdoor work, changing climate, physical labor, climbing and crawling. Personal protective equipment necessary at times (Tyvek suits, N95 mask, hand and eye protection)

<b>ACCOUNTABILITY</b>	
<ul style="list-style-type: none"> <li>➤ To provide services in a manner consistent with the terms and conditions of the employment agreement, the personnel policies, standard operating procedures and directives.</li> <li>➤ To implement guidelines and regulations with attention to accuracy of facts and data.</li> <li>➤ To comply meticulously with program policies, procedures and accountability requirements.</li> <li>➤ To provide efficient community awareness programs.</li> <li>➤ To perform all the essential duties of the Environmental Health Technician.</li> <li>➤ To reflect the lifestyle of a positive role model.</li> <li>➤ To maintain the confidentiality practices of KSCS and EHS.</li> </ul>	

<b>QUALIFICATIONS</b>	
<b>Education and Experience Required</b>	<ul style="list-style-type: none"> <li>➤ CEGEP preferred in related discipline with one (1) year experience.</li> <li>➤ High School diploma with four (4) years related work experience.</li> </ul>
<b>Skills and Requirements</b>	<ul style="list-style-type: none"> <li>➤ Knowledge of Environmental Health Policies, Directives, Guidelines and Regulations.</li> <li>➤ Knowledge of procedures, Indigenous Services Canada First Nations and Inuit Health Branch regulations and procedures.</li> <li>➤ Understanding the issues facing EHS, its present and future needs.</li> <li>➤ Utilizes knowledge and skills acquired through training.</li> <li>➤ Strong communication and public speaking skills</li> <li>➤ Ability to multitask and work under pressure.</li> </ul>

	<ul style="list-style-type: none"> <li>➤ Good problem-solving and analytical skills.</li> <li>➤ Excellent organizational skills.</li> <li>➤ Excellent decision-making skills.</li> <li>➤ Strong computer and typing skills with good knowledge of Microsoft Office and database systems.</li> <li>➤ Valid driver's licence with vehicle is a requirement, travel required.</li> <li>➤ Some evenings and weekends required.</li> </ul>
<b>Assets</b>	<ul style="list-style-type: none"> <li>➤ Knowledge of Kanien'keha and French languages.</li> </ul>

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**Immediate Supervisor**

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**Incumbent**

\_\_\_\_\_  
**Date**