

- Establish and maintain effective working relationships with town officials, staff, agencies, and the public
- Attend any required or recommended courses or training (training required every 3 years)
- Organize work and establish priorities
- Manage job related stress

MINIMUM REQUIREMENTS

Experience and Education/Training:

- High school diploma, or equivalent
- Must be qualified by education, training and experience in the field of public health, or a combination as determined by standards established by Chapter 294: "Rules Governing Qualifications of Local Health Officers" of DHHS, Maine CDC.

Licenses/Certificates

- LHO Core Online Training and Certification (Must be completed every 3 years)
- Maintain a Valid Class C driver's license

WORK ENVIRONMENT/PHYSICAL DEMANDS:

- Operation of standard office equipment and keyboards
- Working at a computer
- Interacting with citizens and public officials
- Walking short distances
- Driving a vehicle
- Wearing a face mask and other PPE as needed
- Possible exposure to offensive odors or unsanitary conditions
- Working indoors and outdoors

The above statements are intended to describe the general nature, requirements, and level of work being performed by people assigned to do this job. The above is not intended to be an inclusive or exhaustive list of all responsibilities and duties required.

External and internal applicants, as well as position incumbents who become disabled, must be able to perform the essential job functions (as listed) either unaided or with the assistance of a reasonable accommodation to be determined by management on a case-by-case basis.

Employee Signature:

Date: