



PEMBROKESHIRE COUNTY COUNCIL

JOB DESCRIPTION

Pembrokeshire County Council is looking to provide two placement only positions for student EHOs for 2011/12 as part of the ELP programme starting summer 2011. A £1,000 bursary and reasonable assistance will be provided for books and day courses where appropriate.

Applicants must be enrolled on a CIEH accredited BSc or MSc degree course in Environmental Health or be seeking practical end on training.

Expressions of interest with CVs should be made to Sarah Johns, Senior EHO by Monday 28th February 2011 with a view to interviewing on Wednesday 16th March 2011. e mail sarah.johns@pembrokeshire.gov.uk Tel 01437 775474

JOB TITLE:	Student Environmental Health Officer	
DEPARTMENT:	Development	GRADE: Unpaid
DIVISION:	Public Protection	
RESPONSIBLE TO:	Senior Environmental Health Officer	

JOB PURPOSE

To gain experiential learning towards qualification as an Environmental Health Officer.

PRINCIPAL RESPONSIBILITIES

To undertake supervised work-based learning in all areas of the Environmental Health service areas, including, but not limited to, Food Safety, Health and Safety, Environmental Protection, Housing and Public Health. To include periods of placement with partner organisations by arrangement.

To assist other officers in performance of their duties.

To undertake directed activities, preparation of reports and routine clerical and administrative tasks.

To attend relevant training courses, and undertake tasks and duties, as directed.

PERSON SPECIFICATION

Job Name: STUDENT ENVIRONMENTAL HEALTH OFFICER

	JOB REQUIREMENTS	DESIRABLE/ ESSENTIAL	EVIDENCE
	Education and Qualifications		Education and Qualifications
1.	Currently enrolled on a CIEH accredited BSc or MSc degree course in Environmental Health or be seeking practical end on training.	Essential	CV

	Experience		Experience
2.	Experience in working with IT.	Essential	CV and Interview
3.	Experience of working in an Environmental Health Department.	Desirable	CV and Interview
4.	Experience of dealing with members of the public and businesses.	Desirable	CV and Interview
	Skills and Abilities		Skills and Abilities
5.	To understand the role of EHOs in the wider public health agenda.	Essential	CV and Interview
6.	Good written and verbal communication skills.	Essential	CV and Interview
7.	Well developed report-writing skills including ability to record data accurately.	Essential	CV and Interview
8.	Able to prioritise and organise own workload.	Essential	Interview
9.	Good IT Skills.	Essential	CV and Interview
10.	Ability to work as part of a team.	Essential	CV and Interview
11.	Ability to work towards targets with a practical and common sense approach to solving problem.	Desirable	CV and Interview
12.	Possession of a current driving licence and access to a motor vehicle	Desirable	CV
	Work-related Personal Qualities		Work-related Personal Qualities
13.	Be self-motivated and work on own initiative.	Desirable	Interview
14.	Committed to developing core skills i.e. investigative, analytical, interpretive, communicative, educative, organisational and attitudinal.	Essential	Interview
15.	Committed to developing technical knowledge.	Essential	Interview
16.	Ability to work as part of a team.	Essential	CV and Interview
17.	Show a flexible approach to work issues and responsibilities.	Essential	Interview
18.	A Knowledge of Equality & Diversity issues.	Essential	Interview

Thank you for your interest in the vacancy for a Student Environmental Health Officer.

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Prepared by Head of Public Protection / Senior Environmental Health Officer (Pollution Control)
Last revised: 21st January 2011