

# Portage County Combined General Health District

## JOB POSTING

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### Seasonal Worker – Mosquito Program

**Division:** Environmental Health Division

**Location:** Ravenna, OH

**Position Type:** Seasonal, Non-exempt

**Work Schedule:** 32 hours/week over four consecutive days. Generally, Monday–Friday, 8:00 AM–4:30 PM.

- Hours may vary and may include occasional evenings or weekends.
- Seasonal employment is anticipated from May 2025 through September 2025.

**Salary Ranges:** \$14.75 per hour

**Reports To:** Director of Environmental Health

#### Position Summary:

The Seasonal Worker will support mosquito control and surveillance activities as well as assist with general water sampling and stormwater work. Responsibilities include mosquito trapping and identification, data entry, public education, and general fieldwork. This position will involve both independent work and collaboration with staff, along with direct communication with the public.

#### Essential Duties and Responsibilities:

Conduct mosquito surveillance and collection activities

- Transport specimens to labs; identify and prepare mosquito samples for shipment
- Assist with mosquito abatement and nuisance complaint follow-ups
- Collect water samples and support stormwater-related tasks
- Prepare and analyze data and trends using Microsoft Office and ArcGIS
- Perform outreach presentations to schools and community organizations
- Work outdoors in various environmental conditions and terrains
- Maintain accurate documentation and reporting

Assignments to special projects in other program areas may be made on an as needed basis.

#### Organizational Duties:

- Participate in public health emergency response activities as needed, including roles within the Incident Command System/National Incident Management System.
- All health district employees have an emergency response role and may be expected to respond to threats to the public's health in accordance with the Portage County Combined General Health District Emergency Response Plan.
- Attend and participate in agency-sponsored training, events, and activities.
- Participate in organizational activities that support and enhance agency accreditation.
- Maintain consistent and reliable attendance

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**Preferred Qualifications:** Bachelor's degree (or working toward one) in public health, environmental science, biology, or a related field

- Alternatively, a high school diploma with relevant experience will be considered
- Minimum age: 18 years
- Valid driver's license, proof of insurance, and reliable transportation

**Skills/ Abilities:**

- Excellent verbal and written communication skills.
- Excellent interpersonal, leadership, and organizational skills.
- Demonstrated professionalism, flexibility, and problem-solving ability
- Ability to accept constructive feedback and to work collaboratively with employees, management, and other stakeholders.
- Proficiency with Microsoft Office Suite
- Ability to use mapping software and mobile data tools
- Prepare meaningful, concise, and accurate reports.
- Maintain effective working relationships with associates and the public.
- Conduct field work efficiently and autonomously.
- Ability to work in various environmental fields with possible exposure to inclement weather, terrain, smells, noise, and wildlife.
- Maintain confidentiality in accordance with laws and agency policies.

**Pre-Employment Testing Requirements:** Criminal Background Check, Pre-employment Drug Testing

**Work Environment:** While performing the duties of this job, the typical work environment will consist of substantial field work as well as, an office setting. Requires the ability to navigate uneven terrain and congested worksites. The various work sites could include potential exposure to inclement weather, extreme temperatures, insects, wildlife, unpleasant smells or odors, excessive levels of dust and dirt or exposure to fumes, airborne particles, pesticides, toxins, raw sewage and other elements of outdoor work. Work performed in the community may subject some positions to adverse weather conditions and challenging interactions with off-site locations and community members. Some travel may be required; reliable transportation, a valid driver's license, and current auto insurance are required, along with the ability to maintain insurability under the health districts' vehicle insurance policy. Also, general office settings in the Health District facility requiring sedentary to light work which may include sitting, walking, climbing, reaching, standing, talking, and listening. The role routinely uses standard office equipment such as computers, phones, photocopiers, filing cabinets and fax machines. While performing the duties of this job, the employee is regularly required to talk or listen. The employee frequently is required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 30 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

**Apply:**

Join our dedicated and mission-driven team at the Portage County Combined General Health District. Interested applicants should submit the following:

1. Resume
2. Cover letter
3. [PCHD Employment Application](#)

**Deadline for Applying:** Open until filled.

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