PORTAGE COUNTY COMBINED GENERAL HEALTH DISTRICT

JOB OPPORTUNITY

Environmental Health Specialist

Environmental Health Specialist in Training or Registered Environmental Health Specialist
Food, Pools, Camps Programs

Division	Environmental Health	**Location**	999 E. Main Street, Ravenna, OH
Status	Full Time, Non-Exempt, Classified with one-year probationary period	**Schedule**	Monday–Friday, 8:00 AM–4:30 PM. Hours may vary; occasional evenings or weekends may be required.
Pay Range	**EHSIT** $23.00- $26.00 per hour **REHS** $26.00- $30.00 per hour	**Date Posted**	October 27, 2026; Open until filled.

MAKE A DIFFERENCE IN PORTAGE COUNTY

The Portage County Combined General Health District is seeking an **Environmental Health Specialist in Training (EHSIT)** or **Registered Environmental Health Specialist (REHS)** to protect residents and visitors through inspections, education, and regulatory compliance. This position primarily supports **food safety**, public swimming **pools**, campground, and recreational vehicle park programs. The role combines field inspections, community interaction, and education.

KEY RESPONSIBILITIES

- Conduct routine, follow-up, and complaint-based inspections at food service operations, retail food establishments, public swimming pools and spas, campgrounds, and RV parks.
- Investigate complaints, identify hazards, document violations, communicate corrective actions, and conduct follow-up as needed.
- Provide practical education and technical assistance to facility owners, operators, and the public.
- Prepare accurate inspection reports, maintain electronic records, and track inspections and performance measures.
- Assist with plan reviews, licensing-related activities, and enforcement actions as assigned and appropriate to training and credentials.
- Support other Environmental Health programs, quality improvement activities, and public health response efforts as operational needs require.

MINIMUM QUALIFICATIONS

- Bachelor’s degree in environmental health, environmental science, biology, or a closely related field.
- Certificate of registration as a Registered Environmental Health Specialist or ability to obtain an Environmental Health Specialist in Training (EHSIT) credential per Ohio Revised Code Chapter 4736.
- Valid driver’s license, proof of insurance and reliable transportation
- Ability to pass drug screening and background check.

- Must be able to have regular and reliable attendance.
- Operate a motor vehicle as needed to perform the essential functions.

SKILLS AND ABILITIES

- Excellent verbal and written communication skills.
- Excellent interpersonal, leadership, and organizational skills.
- Creative and effective problem-solving skills.
- Ability to accept constructive feedback and to work collaboratively with employees, management, and other stakeholders.
- Proficiency with Microsoft Office Suite
- Ability to prepare meaningful, concise, and accurate reports.
- Ability to maintain confidentiality in accordance with laws and agency policies.

BENEFITS

- Comprehensive benefits, including medical, dental, and vision coverage.
- Vacation time, personal time, sick time, comp time and 15 paid holidays.
- Longevity Pay recognizing years of dedicated service to the organization.
- Life insurance and short- and long-term disability options are also offered.
- Enrollment in OPERS retirement system. The employee contributes 10% of their salary and PCHD contributes 14% of the employee's salary. Visit the OPERS website for more information.
- Employee wellness initiatives, wellness reimbursement, and EAP support.
- Employee gratitude programs and recognition initiatives that celebrate contributions, milestones, and achievements throughout the year.
- Annual clothing allowance to support professional work attire.
- Access to Skillsoft, a comprehensive online training platform offering professional development, leadership, and technical skill courses.
- Professional development opportunities and tuition reimbursement.
- A workplace culture that values growth, collaboration, and community impact.

WORK ENVIRONMENT

Substantial field work that includes daily visits to businesses, homes, construction sites, vacant properties, and various other settings. Requires the ability to navigate uneven terrain and congested worksites, ability to lift at least 30 pounds. 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 hear. 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.

PRE-EMPLOYMENT TRESTING REQUIREMENTS:

Background Check, MVR, Pre-employment Drug Testing

HOW TO APPLY

Join our dedicated and mission-driven team at the Portage County Combined General Health District.

Interested applicants should submit the following to PCHD@portagehealth.net:

1. Resume
2. Cover letter
3. Employment Application

EQUAL OPPORTUNITY EMPLOYER

Portage County Combined General Health District is an Equal Opportunity Employer.