

# JOB DESCRIPTION

<b>POST:</b> Environmental Health Practitioner	<b>POST NO:</b> EN209
<b>SERVICE/DIVISION:</b> Community Services	
<b>SCALE:</b> SCALE H - I	
<b>ANY SPECIAL CONDITIONS:</b>	
<p>(a) Career Grade to undertake all ions of the post with minimal supervision or possess post graduate diploma BOSH Diploma.</p>	
<p>Progression to Scale I is at the discretion of the Head of Service having regard to the competence of the postholder and the availability of work at the appropriate level.</p>	
<p>(b) Essential User Car Allowance</p>	
<p>(c) You will be required to hold a Gatwick Airport Airside Security Pass for this role, and part of the checks for this involve a satisfactory clearance of a Basic Disclosure and Barring (DBS) check will be a condition of employment.</p>	
<p>(d) Contractual overtime to cover the imported food inspection service at Gatwick Airport in accordance with the following provisions: -</p>	
<p>i. The staff will provide the service on the basis that they will do an equal share of the available duty days (1 in 7). Officers will be allowed to swap with the mutual agreement of the other swapping officer.</p>	
<p>ii. To continue to provide the service in the event of sickness or vacancies of posts, duty officers will be expected to cover any vacant duty days. Such additional duties will be allocated by the Environmental Health Manager to ensure a fair distribution of days.</p>	
<p>iii. From time-to-time duty officers may consider it necessary to work beyond the agreed operating times of the service (at their discretion), to complete work already started. All such work will be eligible for additional overtime payment.</p>	
<p>iv. The opening times of the Gatwick Office are 10:00am to 4pm on Saturdays, Sundays, Bank and Public Holidays. Days within the Christmas Holiday period (defined in the employee handbook) is considered as Bank or Public Holidays.</p>	
<p>v. Bank Holidays will be paid at a flat rate in addition to 6 hours standard pay plus TOIL. Christmas Days are Monday – Friday and do not include the weekends.</p>	
<p>vi. In the event of a long-term absence of a member of staff resulting in weekend extra duties being worked additional re-numeration shall be paid in accordance with the above specified rates.</p>	
<b>RESPONSIBLE TO:</b> Allocated Principal Environmental Health Practitioner	
<b>RESPONSIBLE FOR (POSTS):</b> None	

**MAIN**

**AMENDMENT DATE: January 2025**

**POSTHOLDER'S SIGNATURE:**

CHARACTERISTIC	SPECIFICATION	
	ESSENTIAL	DESIRABLE
<b>SKILLS/ABILITIES</b>	Able to keep clear and accurate records and write reports Computer literate Ability to meet targets and deadlines	Ability to use basic scientific instruments with a particular knowledge of microbiology, monitoring techniques and standards involved in food control.

**KNOWLEDGE**

**CANDIDATE SPECIFICATION**

**(This is for information only and should be retained by the applicant)**