



# COUNTY OF HUNTERDON

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## Hunterdon County - Department of Health

### Job Vacancy: Public Health Investigator

Fulltime: 35 hours per week - Contractual Salary: \$34,600.00

Excellent fulltime opportunity to assist in making routine health inspections and investigate complaints received by the County Health Department. The County of Hunterdon offers excellent benefits, pension and leave time. Examples of work include but are not limited to the following:

- Investigates complaints of alleged violations of the sanitary code and local health ordinances.
- Will conduct field inspections and investigations.
- Will be required to respond as necessary to include evenings and weekends.
- Assists with public health campaigns.
- Prepares case histories and reports of investigations.
- Answers inquires and gives information relative to health laws.
- Train and develop appropriate knowledge of state laws and standards.
- Interview and interact with persons of various backgrounds.
- Will be required to prepare and maintain essential records in the dictated format.

**Requirements:** This position **requires** a valid New Jersey driver's license.

One (1) year of experience in field investigations which shall have included gathering of significant personal data and compiling data into meaningful reports. To learn more about the position the position please visit the New Jersey Civil Service Commission website and review the job specification:

<https://info.csc.state.nj.us/jobspec/07678.htm>

HUMAN RESOURCES DEPARTMENT  
71 MAIN STREET, 1ST FLOOR  
PO BOX 2800  
FLEMINGTON, NJ 08822

TELEPHONE: (908) 788-1114

FAX: (908) 808-4236

E-MAIL: PERSONNEL@CO.HUNTERDON.NJ.US



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**To Apply:** Please submit a Cover Letter, Resume and County Employment Application:

<http://www.co.hunterdon.nj.us/pdf/jobapp.pdf>

**Send to:** Hunterdon County Human Resources via email [personnel@co.hunterdon.nj.us](mailto:personnel@co.hunterdon.nj.us) or US Mail to 71 Main Street, PO Box 2900, Flemington NJ 08822

*\*This position is covered by the New Jersey Civil Service Commission and will require successful application, examination and working test period post hire.*

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