



NORTHAMPTON COUNTY HEALTH DEPARTMENT

February 24, 2026

Environmental Health Supervisor I

Position number 511-56-701

Salary Grade 71

Normal Hiring Range: \$67,000.00 – Negotiable D.O.E.

Salary offers will be commensurate with experience, education, and equity with others in the agency upon hire. Local government entities may not offer salary levels outside of the posted salary range for each job posting.

Deadline for Applying: until filled

MUST SUBMIT STATE APPLICATION PD-107

Northampton County is an Equal Opportunity Employer and Hires Only U.S. Citizens and Lawfully Admitted Aliens.

Northampton County is a Drug-Free Workplace. All Candidates Will Be Subject to Background Checks/Drug Testing as a Condition of Employment

Compensation Package: Northampton County offers competitive benefits including paid group medical insurance for employee, paid life insurance coverage for employee, NC Local Government Employees Retirement System membership, vacation and sick leave, and thirteen paid holidays. Other voluntary group benefit options are available including dental insurance, vision insurance, Supplemental insurances such as critical illness coverage, hospital indemnity, accident insurance, additional life insurance, 401(k) and flexible spending accounts. Hours are from 8:30 to 5:00 Monday through Friday.

Primary Purpose of Organizational Unit:

The primary purpose of this job is to maintain acceptable levels of sanitation in all applicable food, lodging and institutional establishments, private water supplies and sewage disposal systems. Provide direction, management and supervision to Environmental Health staff which consists of up to two sanitarians and one office assistant. To formulate and administrate budgetary guidance and set goals for the Environmental Health Program.

Knowledge, Skills and Abilities:

Considerable knowledge of environmental health laws, rules and procedures, as well as a complete understanding of the concepts of public health law. Considerable knowledge of microbiology, biology,

chemistry, food science, epidemiology, soil science, entomology, and basic engineering technology as applied to environmental health practices. General knowledge of community resources. General knowledge of the responsibilities of other agencies relating to environmental health. General knowledge of the interrelationship between socio-economic factors and environmental health concerns. Considerable knowledge of the design of on-site wastewater treatment systems, protection of water supplies, food sanitation, food borne disease, communicable diseases, vector control, solid waste management and institutional sanitation. Considerable knowledge of inspection methods and investigation techniques as applied in environmental health. Basic knowledge of office administrative management practices, including personnel policies and procedures. Basic knowledge of department budgetary processes. Ability to analyze and comprehend a wide variety of technical and administrative regulations, records and reports. Ability to exercise sound judgment and deal tactfully with a wide range of public contacts while enforcing public health laws and regulations. Ability to motivate and educate business and property owners and the consuming public in matters relating to protecting and promoting public health. Ability to present formal environmental health training programs. Ability to develop and express ideas and opinions concisely, comprehensively and clearly in oral and written form. Ability to independently plan and schedule work activities. Ability to apply environmental health knowledge and techniques in the investigation of environmental health problems. Ability to independently plan, develop and implement a basic environmental health program. Ability to establish and maintain working relationships with public and private groups. Ability to assess the need for and promote programs to meet community environmental health needs.

Required Minimum Training:

Two years of experience at the Sanitarian level in a health department. 15 CEU. OSHA Training. Optional CPR.

Required Licensures:

Registered as a sanitarian by the North Carolina State Board of Sanitarian Examiners. Valid NC Driver's License.

Application Process:

Interested applicants must submit a completed State Application (PD 107) and official college transcripts along with three work-related reference contacts. Applications may be submitted via e-mail to cheryl.warren@nhcnc.net, or postal mail to:

Northampton County Health Department
Att: Cheryl Warren
P.O. Box 635
Jackson, NC 27845

Selection Process:

Includes review of qualifications, structured interviews, reference checks on qualified applicants and completion of a pre-employment drug screen.

Special Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA. Examples of work are primarily essential functions of the majority of positions in this class.