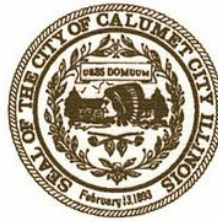


# CALUMET CITY PERSONNEL & PURCHASING DEPARTMENT



**Thaddeus M. Jones**  
*Mayor, City of Calumet City*

**Deston Dorchack**  
*Personnel Director*

**Deanne Jaffrey**  
*Chief of Staff & City Administrator*

## OPEN POSITION HEALTH INSPECTOR – DEPARTMENT OF INSPECTIONAL SERVICES

### **JOB SUMMARY**

The Health Inspector is responsible for inspecting certain public establishments, ensuring their accordance with health laws and safety codes, protection to environment and control of disease and other related work as required. The Health Inspector works under the direction and supervision of Building commissioner and Director of Inspectional Services investigating food-borne illness outbreaks; inspecting licensing and regulating food service establishments, day care centers, nursing homes, retail food stores, schools as requested and special events; assisting city with inspections with beauty care establishments, body art and etc.; conducting unannounced inspections of establishments; may relay establishment violations to owner or manger and ensure remediation occurs within an appropriate amount of time; responding to questions regarding documented violations, preparing detailed reports and maintaining inspection records; investigating and responding to complaints relating to unsanitary, dangerous and /or unsafe living conditions and environment; responding to emergency call outs.

### **APPLICANT QUALIFICATIONS**

- Excellent verbal and written communication skills
- Excellent organizational skills and attention to detail
- Current certification or eligible to become certified as Food Safety Manager including allergy, Food Safety Professional, Food Handler
- High School Diploma or equivalent required; Associate's degree preferably in public or occupational health or two years equivalent combination of education and experience preferred
- Valid Driver's license
- Must have U.S. citizenship

Anyone interested in the posting, please contact **Deston Dorchack** at [ddorchack@calumetcity.org](mailto:ddorchack@calumetcity.org) or **Deanne Jaffrey** at [djaffrey@calumetcity.org](mailto:djaffrey@calumetcity.org).