**ROLE SUMMARY**

The successful applicant will inspect the necessary establishments and imports and enforce public health legislation in order to protect the health of the population.

**MAIN RESPONSIBILITIES**

1. Inspect and collect samples from all necessary establishments and imports to ensure that public health standards are maintained according to regulations.
2. Advise and educate on environmental health issues to ensure compliance with regulations and the health and safety of others.
3. Enforce Public Health and any other relevant laws and regulations.
4. Investigate, advise and take action on the control of rodents and insects in and around the port in order to reduce or prevent the spread of vector borne/communicable disease.
5. Investigate disease outbreaks among travellers and apply the required surveillance or quarantine measures in order to reduce the spread of disease.
6. Compile reports as required and assist with the evaluation of the environmental impact assessments of existing and proposed development projects around the port of entry zone to ensure in order to successful monitor the environmental health activities in the Territory.
7. Collaborate with other agencies on matters of common interest in order to effect and enhance border security.
8. Participate in legal proceeding in cases which involve offences of public health regulations.
9. Monitor and supervise the collection and disposal of sewage and solid waste at the port to ensure that it is disposed of correctly.
10. Inspect and clear conveyances in accordance with IHR 2005.
11. Perform any other related duties as required by Supervisor or any other senior officer in order to contribute to the effectiveness and efficiency of the department.

**BEHAVIOURAL COMPETENCIES**

1. Manages own resources and professional development
2. Manages time effectively
3. Provides leadership in area of responsibility
4. Develops the trust and support of colleagues and stakeholders
5. Ensures health and safety requirements are met in the area.

**WORKING CONDITIONS/ENVIRONMENTAL FACTORS**

- Normal office environment
- Fieldwork/outdoor environment
- Exposure to unpredictable conditions and infectious diseases

**MINIMUM QUALIFICATIONS AND EXPERIENCE**

- Bachelor’s Degree in Environmental Health/Public Health or a related area
- Three (3) years’ working experience in a related area
- Valid BVI Driver’s Licence
- Sound knowledge of Government structure, policies and procedures
- Sound knowledge of survey methodologies and environmental monitoring techniques
- Sound knowledge of GIS and VHF radio and other communication equipment or systems
- Ability to collect, analyse and interpret a wide range of environmental data
- Sound interpersonal and organisation skills
- Sound oral and written communication skills

**HOLD TO APPLY**

All applications for employment to the Public Service, including applications for transfer under the Employee Mobility Programme must be submitted to the address provided below by the job closing date.

Agency:  
Public Service Commission  
c/o Department of Human Resources  
Central Administration Complex  
Road Town, Tortola VG 1110  
British Virgin Islands  
Or by email: hrdbvi@gov.vg

Applicants should submit the Employment Application (available at: [www.bvi.gov.vg](http://www.bvi.gov.vg)) along with a Résumé/Curriculum Vitae of their relevant experience and qualifications; with two personal references, letters, certified copies of identification, citizenship, and academic certifications/diplomas/licenses, along with a police certificate from your place of residency.

Applying through the Employee Mobility Programme: Applicants interested in transferring to the Public Service through the Employee Mobility Programme must submit the standard Employment Application (see above) along with the Employee Mobility Application (available at: [www.bvi.gov.vg/services/emp](http://www.bvi.gov.vg/services/emp)). All sections of both forms must be thoroughly completed in order to prevent delays in processing applications. For more information about the Employee Mobility Programme, click [www.bvi.gov.vg/services/emp](http://www.bvi.gov.vg/services/emp).

Important Notice: Qualified candidates who are considered for potential employment with the Government of the Virgin Islands may be requested to provide further criminal history record
It is the policy of the Government of the Virgin Islands that appointments to the Public Service, and promotions within the Service, be based on the merit principle – without discrimination based on race, age (save as restricted by law), religion, political affiliation, sexual orientation, marital status, or family relationship.

Evidence of a criminal conviction or other relevant information obtained shall not automatically disqualify an individual from employment with the Government of the Virgin Islands.