



PERFORMANCE MANAGEMENT AND APPRAISAL SYSTEM - GOVERNMENT OF
JAMAICA
MINISTRY OF HEALTH

JOB DESCRIPTION AND SPECIFICATION

JOB TITLE:	Environmental Health Officer (Air Pollution)
JOB GRADE:	
BRANCH:	Health Promotion and Protection
SECTION:	Environmental Health
REPORTS TO:	

This document is validated as an accurate and true description of the job as signified below

Employee

Date

Head of Department/Division

Date

Date received in Human Resource Division

Date created/revised

JOB PURPOSE

The Ministry of Health must monitor air pollution because of actual and potential health risks associated with this area of pollution. Infections, allergenic or irritating substances are always in the air. Concentration pollutants will vary between indoor and outdoor air quality

While outdoor air quality poses severe hazards depending on type and concentration of pollutant, indoor air quality is equally important and poses serious health problems WHO estimates that at least thirty percent (30%) of all commercial building suffers from sick building syndrome. Chief among these problems are hay fever, cold and flu-like symptoms among occupants. These problems seriously affect productivity.

While legionnaire's disease is not as frequent as any of the foregoing health problems it is much more severe and can result in fatality. In 1998 one Caribbean hotel reported an outbreak, which affected several tourists. Asbestos or instance is highly toxic when inhaled into the lung and has been linked to several diseases including cancers. Several other chemicals have been linked to lung and heart disease and cancer.

Jamaica has become highly industrialised and commercialised and subsequently, the area of air pollution must be accorded priority. There is a marked increase in prevalence of respiratory tract conditions recent years, many of which are suspected to be linked to air pollution

You should have a statement for your job purpose

KEY OUTPUTS

1. Formulating national Air Pollution Policy and development programmes to ensure that air quality (indoor and outdoor) national standards
2. Providing technical advice on Air Pollution issues
3. Establishing inter-sectoral linkage between the Ministry and other organizations\ in air quality monitoring

KEY RESPONSIBILITY AREAS

1. Formulates national policy and develops programmes to reduce air pollution
2. Guides inter-sectoral cooperation between the Ministry of Health and other related agencies e.g. National resources conservation (NRCA) and air pollution matters

3. Assist in the development of standards and regulation for the control of air pollution
4. Identifies and monitors actual and potential sources of air pollution
5. Develops training programmes for air quality monitoring for public health and other related staff
6. Develops and maintains database on air pollution nationally
7. Monitors the activity of the region on air pollution programmes
8. Provides technical advice to the Director, Environmental Health through the Environmental Specialist
9. Conducts risk assessment on air pollution problems
10. Develops emission standards for selected manufacturing processes
11. Designs Health and safety standards for indoor and outdoor air and outdoor quality
12. Performs other related duties as assigned by the Director Environmental health and supervisor

PERFORMANCE STANDARDS

(Please insert performance standards)

REQUIRED COMPETENCES

Functional/Technical Competencies	Level
Knowledge of Government health policies	
Knowledge of laws and regulations relating to public health and more specifically air pollution	
Specific training in air pollution	

Core Competencies	Level
Ability to plan, organize and coordinate work programme	
Ability to analyze and interpret data and prepare statistical report	
Ability to communicate effectively orally and written	

Ability to set and maintain professional standards and maintain satisfactory working relationships	
Good human relations skills	

MINIMUM REQUIRED EDUCATION AND EXPERIENCE

- Diploma in Public Health Inspections
- Bachelor of Science Environmental Health or equivalent- plus,
- Minimum of five (5) years working experience in Public Health

SPECIAL CONDITIONS ASSOCIATED WITH THE JOB

- Meeting numerous critical deadlines
- Required to travel overseas
- Must demonstrate a high level of integrity and professionalism

AUTHORITY

N/a