



TORRINGTON AREA HEALTH DISTRICT

350 Main Street ♦ Suite A ♦ Torrington, Connecticut 06790
Phone (860) 489-0436 ♦ Fax (860) 496-8243 ♦ E-mail info@tahd.org ♦ Web www.tahd.org

“Promoting Health & Preventing Disease Since 1967”

Job Opening

Food Service Program Administrator

Required Qualifications:

- Bachelor of Science Degree required, preferably in environmental health, public health, biology, or related field
- Certified FDA Food Service Inspector
- Two years’ minimum experience in the field of environmental public health preferred
- Must possess and maintain a valid driver’s license

Example of Responsibilities:

- Will be responsible to administer the TAHD Food Service Program
- Conducts inspections & investigations including but not limited to routine food service establishments, complaints, alerts, and outbreaks
- Performs new food service establishment plan reviews and licensing
- Oversees the annual re-licensure of existing food service establishments
- Will perform inspections of day care facilities, hair salons, public bathing areas, campgrounds, & public swimming pools as assigned
- Prepares reports, correspondence, and violation notices as required
- Performs other duties as assigned

Salary/Benefit

- Pay will be commensurate with experience
- 35 hour work week, Paid vacation, sick time, personal days, and holidays
- Health, life, dental, and long term disability insurance
- District contributes 7% of gross annual salary to a retirement plan
- A deferred compensation plan is also offered to employees to contribute to on their own
- A district vehicle will be provided for business use only or mileage reimbursement will be provided for personal vehicles

**Please submit resume and cover letter to TAHD (attention: Robert Rubbo)
By September 28, 2018 via mail or email (rrubbo@tahd.org).**

The Torrington Area Health District is an equal opportunity provider, and employer.
To file a complaint of discrimination write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C., 20250-9410, or call (800) 795-3272 (voice), or (202) 720-6382 (TDD).

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