



DANIEL RIVERA
MAYOR

FRANK BONET
PERSONNEL DIRECTOR

City of Lawrence
Personnel Department
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EMPLOYEE JOB POSTING

Title: Food Inspector
Department: Inspectional Services
Salary: Grade 12: \$ 26.2393 - \$29.2382 per hour (37.5 hours per week (M-F))
Union: AFSCME

Duties:

- Inspects all food establishments, including food stores, restaurants, markets, bakeries, etc. in order to ascertain compliance with the State Sanitary Code, Article X and any specific laws and regulations pertaining to food and food establishments. Collects samples and arranges for analysis, seizes and condemns unfit food. Investigates complaints. May issue licenses and permits.
- Under general supervision of the Director of Inspectional Services, inspect establishments engaged in the manufacturing, handling, processing, storage, distribution and/or sale of food and food products for compliance with laws, rules, regulations, and establish standards relative to grading, labeling, etc.
- Inspect food and food products for compliance with governing laws, rules, regulations and establish standards; take appropriate action for substances found sub-standard, contaminated or otherwise unacceptable for consumption, including exercising embargo powers over products suspected of being adulterated or misbranded or overseeing the voluntary surrender or destruction of such products.
- Obtain samples of foods and food products for laboratory analysis to determine variances between analysis and product specifications using prescribed data and testing devices.
- Obtain evidence and establish facts concerning suspected or alleged violations of laws governing foods and food products through interviews and observations to determine appropriate action such as issuing citations or violation notices, recommending prosecution or other appropriate action.
- Inspect salvage operations for food and beverages, which are infected due to floods, fire, or transportation disasters.
- Conduct special investigations related to food-borne illness outbreaks and consumer complaints.



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- Prepare reports concerning inspections and related activities to provide information and make appropriate recommendations.
- Testify at Board of Health hearings relative to the violations of laws pertaining to foods and food products.
- Review and issue applications for new or renewed licenses, subject to final approval of the Board of Health.
- Maintain knowledge of current relevant codes, ordinances and regulations through independent study and attendance at meetings and seminars.
- Respond to questions and concerns from owners, operators, and the general public regarding license and code enforcement issues.
- Perform other related duties as assigned.

Qualifications: Three years experience in the field of environmental health and food service activities, or registration as a Sanitarian under the Massachusetts Board of Registration of Sanitarians, or any equivalent combination of training and experience that would demonstrate possession of the required knowledge, skills, and abilities. Knowledge of state, federal and Board of Health rules, and regulations regarding food establishment inspections and food sales. Possession of the proper class of a current and valid Motor Vehicle Operator's License issued by the Registry of Motor Vehicles. You must have a personal own vehicle to perform day-to-day operations.

Posted Date: May 16, 2018

Closing Date: July 1, 2018

Appointing Authority:

Daniel Rivera, Mayor

APPLICATIONS ARE AVAILABLE IN THE PERSONNEL OFFICE

*Application and Full Job Description Available in the City Personnel Department
The City of Lawrence is an Equal Opportunity Employer*

REASONABLE ACCOMMODATIONS are provided to applicants with disabilities. If you need reasonable accommodations for any part of the application and/or hiring process, please notify the Personnel Director at (978) 620-3060. The decision to grant reasonable accommodations will be made on a case-by-case basis.