



## **Senior Public Service Administrator, Opt 8H (Division Chief) Springfield Central Office/Division of Environmental Health**

The Illinois Department of Public Health, Office of Health Protection, has an opening for a Division Chief within the Division of Environmental Health. This individual plans, organizes and directs the statewide staff of the Division of Environmental Health, including Regional Engineers and Section Chiefs. Serves as policy-making official for the agency's Environmental Health program and speaks on behalf of the Director. Proposes and interprets new legislation; establishes and approves short and long-term program goals and objectives; proposes administrative rules and implements the Division budget.

The successful candidate will demonstrate knowledge, skill and mental development equivalent to the completion of four years of college, preferably with courses in environmental health and related fields; requires four years of administrative experience in the management of environmental health or related programs; requires ability to develop and maintains cooperative working relationships; Licensed Professional Engineer preferred. Requires professional certification as a Licensed Environmental Health Practitioner. Requires excellent computer skills and work experience in word processing and spreadsheet applications (i.e., Word, Excel, Power-point).

The current salary range for this position is \$4,295 - \$12,128 per month

### **TO APPLY:**

- 1) Download the Central Management Services (CMS) Employment Application (CMS-100) @ [www.work.illinois.gov](http://www.work.illinois.gov);
- 2) Complete the employment application indicating Senior Public Service Administrator, Option 8H (Division Chief) as the position title, and;

### **3) MAIL DIRECTLY TO:**

Tracy Chrans, HR Specialist  
Illinois Department of Public Health - HR Department  
535 W. Jefferson Street, 4<sup>th</sup> Floor  
Springfield, IL 62761  
(217) 785-2031, [dph.hrrecruiter@illinois.gov](mailto:dph.hrrecruiter@illinois.gov)

*For more information on the Illinois Department of Public Health and our offices*

*visit our website @ [www.dph.illinois.gov](http://www.dph.illinois.gov)*

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IDPH is an equal opportunity employer committed to a diverse workforce. In compliance with the American's with Disabilities Act and the Illinois Human Rights Act, state agencies must ensure that the employment process is accessible to persons with disabilities. Specifically, these laws require that the state provide reasonable accommodations upon request by individuals participating in all steps of the employment process. This includes the State of Illinois Rutan Interview process.

*Application Deadline: Open Until Filled*