

Job Title	Range ¹	Entry	Development Route	Duties	Level A	Level B	Level C
Environmental Health Officer (1) / Food and Safety Officer	Range 4 £28,374 - £33,723	Commitment to obtaining Higher Certificate in Food Control awarded by the EHRB or CIEH or equivalent	Higher Certificate in Food Control or equivalent	<ul style="list-style-type: none"> Under minimal supervision able to competently carry out inspections, complaints, trader enquiries, guidance and investigations With guidance to be able to competently carry out local and regional projects 	<p>Salary:</p> <p>Required for this level (in addition to previous levels, if applicable)</p> <p><u>Knowledge, Skills and Experience requirements at this level:</u></p> <p><u>Qualifications:</u> commitment to obtaining Higher Certificate in Food Control (or equivalent)</p> <p><u>Experience:</u> Recent and relevant experience within a Local Authority Environmental Health department including food hygiene inspections and investigations.</p> <p><u>Ability:</u> to demonstrate the practical and/or procedural knowledge in a specialist area, as well as the ability to turn theoretical knowledge into practical applications, or an equivalent level of organisational, procedural</p>	<p>Salary:</p> <p>In addition to level A</p> <p><u>Knowledge, Skills and Experience requirements at this level:</u></p> <p><u>Qualifications:</u> Actively studying for the Higher Certificate in Food Control or equivalent</p> <p><u>Experience:</u> Broad generalist knowledge with two years' experience in operating at level equivalent to 4A,</p> <p><u>Complexity:</u> Able to manage own complaint workload and small projects</p> <p><u>Ability:</u> Can operate effectively in at least 3 discrete EH areas</p> <p><u>Attitude to work:</u> Positive contributions to team.</p> <p><u>Responsibility:</u> Petty cash, directing participants in project work</p> <p>Training and mentoring of more junior staff</p>	<p>Salary:</p> <p>In addition to levels A and B</p> <p><u>Knowledge, Skills and Experience requirements at this level:</u></p> <p><u>Qualifications:</u> Higher Certificate in Food Control or equivalent</p> <p><u>Experience:</u> Discrete specialisms, report writing, technical advice and 3 years in EH at a level equivalent to 4B</p> <p><u>Complexity:</u> LA Representative</p> <p><u>Ability:</u> Can operate in own specialist areas</p> <p><u>Attitude to work:</u> Positive implementor of new ideas and corporate messages</p> <p><u>Responsibility:</u> Small budgets and test purchasing. Allocation of work to staff in small projects</p>
					<p><u>Transferable skills</u></p> <p>This will be finalised once all frameworks across the Council are in place. A skills matrix will then be devised to allow staff to identify where transferrable skills could be helpful to job mobility and provide a starting point for understanding their own strengths. It could look something like the below:</p> <ul style="list-style-type: none"> Networking Learning and Researching <table border="1"> <thead> <tr> <th>Discrete Specialism</th> <th>Strategic Specialism</th> </tr> </thead> <tbody> <tr> <td>Port Health Skin piercing/ tattooing Safety of Sports Grounds Health Promotion</td> <td>Food Hygiene Food Standards Infectious Diseases Health & Safety</td> </tr> </tbody> </table>		
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¹ Salaries predicted for financial year 2023/2024

Job Title	Range	Entry	Development Route	Duties	Level A	Level B	Level C
Environmental Health Officer (2) / Food & Safety Officer	Range 5 £32,723 - £38,632	<p>EHO</p> <ul style="list-style-type: none"> A Diploma, Degree or Masters Degree in Environmental Health; AND A Certificate of Registration awarded by EHRB to practice as an Environmental Health Practitioner <p>Food & Safety Officer</p> <ul style="list-style-type: none"> Higher Certificate in Food Control (or equivalent) with Food Standards qualification 	Food Standards qualification	<ul style="list-style-type: none"> Without supervision be able to competently carry inspections, complaints, trader enquiries, guidance and investigations Able to competently carry out a comprehensive range of Environmental Health functions Ability to deal with local, regional and national issues. 	<p>Salary:</p> <p>Required for this level (in addition to previous levels)</p> <p>Knowledge, Skills and Experience requirements at this level:</p> <p>Qualifications: EHO Diploma, Degree or Masters Degree in Environmental Health and EHRB registration as an Environmental Health Practitioner</p> <p>Commitment to study a Food Standards Qualification (as required) to meet FSA qualification requirements</p> <p>Or Food & Safety Officer Higher Certificate in Food Control (or equivalent)</p> <p>Commitment to study a Food Standards Qualification (as required) to meet FSA qualification requirements</p> <p><u>Experience:</u> Recent and relevant knowledge of a Local Authority Environmental Health food hygiene enforcement role, including experience of inspections and investigations.</p> <p><u>Ability</u> to demonstrate the advanced theoretical, practical, and procedural knowledge across a specialist area or an equivalent level of organisational, procedural and policy knowledge</p>	<p>Salary:</p> <p>In addition to level A</p> <p>Knowledge, Skills and Experience requirements at this level:</p> <p>Qualifications: EHO Actively studying a Food Standards qualification (as required) to meet FSA qualification requirements</p> <p>Food & Safety Officer Actively studying a Food Standards Qualification (as required) to meet FSA qualification requirements</p> <p><u>Experience:</u> Capable of work across EH and two years of experience at a level equivalent to 5A.</p> <p><u>Complexity:</u> As and when required lead at least one Strategic major specialist work areas.</p> <p><u>Ability:</u> Can work across all EH remits</p> <p><u>Attitude to work:</u> Positively supports Medway Council vision. Time/Punctuality/flexibility.</p> <p><u>Responsibility:</u> Budgetary responsibility for projects</p>	<p>Salary:</p> <p>In addition to levels A and B</p> <p>Knowledge, Skills and Experience requirements at this level:</p> <p>Qualifications: EHO Possession of a Food Standards qualification (as required) to meet FSA qualification requirements</p> <p>Food & Safety Officer Possession of a Food Standards Qualification (as required) to meet FSA qualification requirements</p> <p><u>Experience:</u> Complex/broad knowledge of EH. Three years of experience at a level equivalent to 5B.</p> <p><u>Complexity:</u> As and when required deliver a Strategic specialism and corporate projects.</p> <p><u>Ability:</u> Can lead projects/work streams across all EH remit.</p> <p><u>Attitude to work:</u> Advocate for Medway way of working and corporate vision. Time/Punctuality/flexibility.</p> <p><u>Responsibility:</u> Plan budgets and work in large projects. Function knowledge base in key specialisms</p>
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Environmental Health Officer (3)	Range 6 £39,632 - £45,420	A Diploma, Degree or Masters Degree in Environmental Health; AND A Certificate of Registration awarded by EHRB to practice as an Environmental Health Practitioner <i>Possession of a Food Standards qualification (as required) to meet FSA qualification requirements</i>	Relevant professional postgraduate qualification e.g. NEBOSH Diploma	<ul style="list-style-type: none"> Carrying out a comprehensive range of duties for all types of Environmental Health work across several strategic specialisms etc Carrying out a comprehensive range of duties for all types of project including training, investigations and policies. Ability to deal with local, regional, national and corporate issues. 	<p>Salary:</p> <p>Required for this level (in addition to previous levels)</p> <p><u>Knowledge, Skills and Experience requirements at this level:</u></p> <p>Qualification: Relevant professional postgraduate qualification e.g. NEBOSH Diploma, MSc Occupational Health and Safety</p> <p><u>Experience:</u> Comprehensive experience of working in all fields of Environmental Health.</p> <p>Strategic, operational and political knowledge and experience of operating a regulatory service in a challenging environment.</p> <p>Acting up for Environmental Health Manager</p>	<p>Salary:</p> <p>In addition to level A</p> <p><u>Knowledge, Skills and Experience requirements at this level:</u></p> <p><u>Experience:</u> Complex/broad knowledge of complex EH. Three years of experience at a level equivalent to 6A.</p> <p><u>Complexity:</u> large strategic projects and presenting functional committee reports.</p> <p><u>Ability:</u> Can technically lead and inspire officers.</p> <p><u>Attitude to work:</u> Professional champion for Medway Environmental Health and Regulatory Services.</p>	<p>Salary:</p> <p>In addition to levels A and B</p> <p><u>Knowledge, Skills and Experience requirements at this level:</u></p> <p><u>Qualifications:</u> Full range of professional qualification.</p> <p><u>Experience:</u> broad range of experience of dealing with corporate and professional issues. Three years of experience at a level equivalent to 6B.</p> <p><u>Complexity:</u> Review budgets for services, monitoring of finances and corporate projects.</p> <p><u>Ability:</u> Is a corporate lead in broad fields and emergent issues.</p> <p><u>Attitude to work:</u> Professional and corporate champion of Medway way of working. Professional recognised in region.</p>
					<p><u>Transferable skills</u> This will be finalised once all frameworks across the Council are in place. A skills matrix will then be devised to allow staff to identify where transferrable skills could be helpful to job mobility and provide a starting point for understanding their own strengths. It could look something like the below:</p> <ul style="list-style-type: none"> Persuading and Influencing Planning and Organising <table border="1"> <thead> <tr> <th>Discrete Specialism</th> <th>Strategic Specialism</th> </tr> </thead> <tbody> <tr> <td>Port Health Skin piercing/ tattooing Safety of Sports Grounds Health Promotion</td> <td>Food Hygiene Food Standards Infectious Diseases Health & Safety</td> </tr> </tbody> </table>		
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Environmental Health Manager	Range 7 £45,420 - £50,437	<ul style="list-style-type: none"> A Diploma, Degree or Masters Degree in Environmental Health; AND A Certificate of Registration awarded by EHRB to practice as an Environmental Health Practitioner; AND Minimum of five years relevant experience within Environmental Health Commitment to management qualification 	Professional qualification	Carrying out a comprehensive range of duties for all types of Environmental Health work	Salary: Required for this level (in addition to previous levels)	Salary: In addition to level A	Salary: In addition to levels A and B				
					<u>Knowledge, Skills and Experience requirements at this level:</u> <u>Qualification:</u> Commitment to management qualification at level 5 <u>Experience:</u> Demonstrable experience in leadership and management Detailed professional Environmental Health knowledge Director of regional group. Oversight of all strategic specialisms	<u>Knowledge, Skills and Experience requirements at this level:</u> <u>Qualification:</u> Level 5 management qualification <u>Experience:</u> Successful Performance management experience 3 years in management role Active participation in regional groups as a Executive Lead for specialism or as a board member.	<u>Knowledge, Skills and Experience requirements at this level:</u> <u>Experience:</u> Complaint/grievance/disciplinary Resolution Corporate lead in projects and fields.				
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