

## LEAD RISK ASSESSOR I

**PURPOSE:** The Lead Risk Assessor I conducts inspections/risk assessments of residential properties for lead exposure in children, facilitates lead hazard reduction, and conducts enforcement activities as needed.

### ESSENTIAL FUNCTIONS:

#### Lead Inspection/Risk Assessment Responsibilities

- ❖ Communicate lead poisoning hazard and prevention information to parents and guardians of lead poisoned children.
- ❖ Inspect homes for defective lead based painted surfaces.
- ❖ Document survey/inspection results according to protocols and program requirements.
- ❖ Generate and issue work orders to correct lead based paint hazards.
- ❖ Inform property owners of hazard correction and order compliance requirements and work with property owners with multiple code violations by devising a plan to achieve compliance.
- ❖ Issue citations and appear in court as witness for prosecution of cases as necessary.

#### Lead Abatement Responsibilities

- ❖ Conduct ongoing lead paint abatement project monitoring to ensure code compliance.
- ❖ Conduct all necessary enforcement actions related to lead abatement project completion.
- ❖ Communicate with contractors regarding proper lead abatement and code compliance
- ❖ Report findings of lead abatement project investigation as needed.
- ❖ Conduct visual and dust wipe tests.

#### Additional Responsibilities

- ❖ Conduct research related responsibilities and assist in special projects as assigned.
- ❖ Provide training to new inspectors as necessary and demonstrate lead hazard reduction field activities to public health officials, interns, and community leaders.
- ❖ Attend and participate in community meetings, landlord associations, and conferences. Provide information regarding lead hazard reduction activities and primary prevention activities.
- ❖ Perform other duties as assigned.

### MINIMUM REQUIREMENTS:

1. **Bachelor's Degree** from a college or university accredited by an agency recognized by the Council for Higher Education Accreditation, U.S. Department of Education or a foreign equivalent and one year of experience in a job-related field such as lead, asbestos, environmental remediation work or construction.

OR

Associate's Degree from an accredited college and two years of experience in a job-related field such as lead, asbestos, environmental remediation work or construction.

OR

A high school diploma or equivalent and three years of experience in a job-related field such as lead, asbestos, environmental remediation work or construction.

OR

Professional certification as an industrial hygienist, professional engineer or registered architect or certification in a related engineering, health or environmental field, based on a minimum of a 4 year college degree such as safety professional or environmental scientist.

OR

A registered nurse or registered sanitarian employed and overseen by a health department.

2. Certification as a Lead Risk Assessor with the State of Wisconsin within 3 months of appointment. (Training for certification will be provided by the City.)

3. Ability to move and transfer objects weighing at least 35 pounds, willingness to work outside in all kinds of weather, and availability to work when needed after normal business hours.
4. Valid driver's license (at time of appointment) and availability of a properly insured personal automobile for use on the job (car allowance provided) throughout employment.
5. Residence in the City of Milwaukee within six months of appointment and throughout employment.
6. Ability to fluently speak, read and write Spanish or Hmong (Miao) is highly desirable.
7. Background in housing rehabilitation is highly desirable.

**KNOWLEDGE & SKILLS REQUIRED:**

- ❖ Ability to communicate effectively in both orally and in writing.
- ❖ Ability to be diplomatic and persuasive.
- ❖ Familiarity with computers including word-processing; good keyboarding skills.
- ❖ Excellent interpersonal skills and ability to maintain good working relationships with a multi-cultural, multi-disciplinary staff and the public.
- ❖ Good problem-solving skills, basic math skills, and ability to interpret data.
- ❖ Ability to follow program protocols, including enforcement actions as needed.

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