



**Town of Falmouth
Assistant Health Agent
Employment Opportunity
September 12, 2025**



Please apply through our Town website [here](#).

The Town of Falmouth seeks a full-time Assistant Health Agent to support the Health Division in its mission to protect and promote the health, safety, and well-being of the Falmouth community. This position performs technical and inspectional work to support the Health Division and Board of Health's efforts to prevent and control disease, enforce state and local regulations, promulgate local health regulations, identify and mitigate environmental hazards, and advocate for a healthy community. This is a full-time, benefited position that works at the Falmouth Town Hall and in the field 40 hours per week, Monday through Friday, from 8 a.m. to 4:30 p.m. Occasional after-hours work, including weekend work, is required on an overtime basis.

Under the general direction of the Health Agent, the Assistant Health Agent:

- Regulates entities for compliance with state and local public health laws and regulations by inspecting violations and complaints, writing detailed technical reports, performing re-inspections to ensure compliance, and taking enforcement action when required;
- Performs sanitary inspections of food establishments to ensure compliance with state food safety regulations (105 CMR 590.00);
- Reviews and approves septic system installation applications, performs inspections of septic systems being constructed for compliance with MA Title 5 and local regulations, reviews, tracks, and enforces Title 5 inspections provided by System Inspectors, and conducts soil evaluations and tests for new and repaired septic systems;
- Performs housing inspections to ensure compliance with the state sanitary code (105 CMR 410.00).
- Enforces regulations regarding tobacco, recreation camps, semi-public and public swimming pools, body art, tanning facilities, and stables;
- Investigates all complaints of potential public health hazards such as air pollution, noise, trash, hoarding, waste, and infestations within the town;
- Serves as the Town's Animal Inspector; duties include delivering quarantine notices to owners of animals;
- Assists with writing, editing, and implementing Board of Health regulations;
- Attends and represents the Board of Health at meetings and hearings; and
- Performs all other related work as required.

Minimum Qualifications: Bachelor's degree in physical science, public health, or a related field with additional coursework in public health and a minimum of four (4) years of public health or comparable private sector experience; or any equivalent combination of education, training, or experience which demonstrates possession of the required knowledge, skills, and abilities necessary to perform the essential functions of the position.

Must have a valid Massachusetts driver's license and have or have the ability to obtain the following required certifications within two (2) years of hire: Registered Sanitarian, Food Protection Manager Certification, Licensed Septic System Inspector, Licensed Soil Evaluator, Licensed Pool Operator, Lead Determinator, and all required training and certificates related to SAPHE 2.0.

The successful candidate is an experienced professional with meticulous attention to detail, strong interpersonal, customer service, organizational, and problem-solving skills, and the ability to enforce regulations firmly, tactfully, and impartially. The ideal candidate has the ability to work effectively independently and is also a collaborative member of the Health Division and the larger Community Development team.

Expected Starting Range: Step 1 (\$34.79/hour) – Step 4 (\$39.14/hour), commensurate with qualifications and experience, with room to grow along the 7-step pay scale. Comprehensive benefits package, including 13 paid holidays per year; vacation/sick/personal paid time off; professional development opportunities; Town contribution of up to 75% of the cost of health insurance; cost-effective dental, vision, life insurance, and disability policy plans; enrollment in the Town's defined benefit pension plan; and voluntary pre-tax and Roth 457(b) plans.

Preference Date to Apply: Monday, September 29, 2025. The position will remain open until filled, but candidates who apply by the above date and time will be given preference over later applications. Applicants are encouraged to upload a cover letter and resume with their application.

About the Town of Falmouth as an Employer: We are a people-oriented municipality that strives to provide a welcoming and supportive work culture, a professional and stable work environment, and opportunities for additional training and professional development. We are proud to offer competitive [compensation](#), [insurance](#), and [other benefits](#), including enrollment in the Town's [pension plan](#), and to be an Equal Opportunity Employer that welcomes applicants of all abilities, cultures, backgrounds, and identities. All applicants must have the ability to effectively work and interact with individuals and groups of various abilities, cultures, backgrounds, ages, and identities.

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