



## PUBLIC POSTING FOR HEALTH AGENT – TOWN OF NORWELL

Full-time, 37.5 hours/week, Benefit Eligible

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**Town Hall Address:** 93 Longwater Circle, Norwell, MA 02061

**Human Resources:** Barbara Childs; Email: [bchilds@townofnorwell.net](mailto:bchilds@townofnorwell.net) ; PH: 781-659-8060

**Work Schedule:** Monday (8:00 a.m.-4:15 p.m.), Tuesday (8:00 a.m.– 4:15 p.m.), Wednesday (8:00 a.m.-7:30 p.m.), Thursday (8:00 a.m.-4:00 p.m.), Friday (8:00 a.m.- Noon)

### **Health Agent (Exempt Position) – Open Immediately**

The Town of Norwell seeks an experienced public health professional to lead its Health Department (37.5 hours/week). In this working manager role, you'll oversee operations and enforce local regulations and Massachusetts Department of Public Health sanitary and environmental codes, including food, housing, and subsurface sewage. Strong knowledge of state sanitary code, septic systems, and soil evaluation is essential.

Equally important: strong customer service and communication skills. You'll work directly with residents, business owners, and contractors—often in high-pressure situations—so being clear, professional, and practical matters.

The role requires sound judgment, the ability to shift priorities, supervise staff, and collaborate across departments.

Bachelor's degree and 3–5 years of related experience preferred. Must hold a valid Class D driver's license with a safe driving record and be a Registered Sanitarian.

Within two years, must obtain: food inspection; housing inspector; lead determinator; Title 5 System Inspector; food manager; Certified Pool Operator (CPO); soil evaluator; and MA Public Health Training Program (Foundations).

SEIU 888 position with 14 progressive salary steps; FY'26 annual salary: \$87,461.10, FY'27 annual salary: \$89,798.09. Starting pay commensurate with education, licenses/certifications, and experience. Resumes accepted on a rolling basis; position is open until filled.

Visit <https://townofnorwell.net> for a complete job description. Join a cohesive, supportive team that values professionalism, respect, and the work we do every day.

### **APPLICATION PROCESS**

Interested eligible individuals should submit in pdf format a letter/email of interest, a resume and Town of Norwell application via email to [bchilds@townofnorwell.net](mailto:bchilds@townofnorwell.net) or by mail/in person to the Norwell Town Hall, Office of Human Resources, 93 Longwater Circle, Norwell, MA 02061. Resumes/Applications are accepted on a rolling basis. Position is open until filled.