



# Town Of Sterling

## Board of Health

Butterick Building  
1 Park Street • Sterling, Massachusetts 01564

Bus: (978) 422-8111 x2305 • FAX: (978) 422-0289

Town of Sterling, MA.  
Board of Health  
Job Posting – Health Agent  
May 11, 2026

The Board of Health for the Town of Sterling is seeking a motivated person to serve as **Health Agent**. The Health Agent performs inspectional and investigative work related to the enforcement of health and safety codes, environmental protection, and disease control. This position plays a critical role in safeguarding public health through education, regulation, inspection, and enforcement activities across a wide range of facilities and environmental conditions.

### Key Responsibilities

- Enforce federal, state, and local public health laws and regulations
- Inspect, license, and regulate food service establishments, retail food stores, nursing homes, day care centers, and special events.
- Investigate food-borne illness outbreaks and educate food handlers on safe practices.
- Review plans for new and renovated food establishments.
- Respond to complaints involving unsanitary or unsafe living conditions, lead paint, asbestos, septic systems, drinking water, pests, solid and hazardous waste, air quality, and other environmental health concerns.
- Conduct inspections of pools, camps, lodging houses, demolition projects and others as dictated by statute.
- Coordinate interdepartmental inspections.
- Initiate enforcement actions and pursue non-compliance cases through administrative or judicial procedures.
- Maintain accurate inspection records and prepare reports.
- Acts as a liaison between the Board of Health and other town departments.
- Administrative and organizational responsibilities pertinent to Agent duties.
- Performs other related duties as assigned.

### Education & Experience:

High School or equivalency required. Experience in public health and College degree is preferred but not required. Certification in food/restaurant inspection, Title 5 Inspection and Soil Evaluation will be required for the position; if the selected candidate does not possess these certifications the candidate must be dedicated to achieving these certifications at the earliest possible opportunity. The most important quality for the candidate is the ability to interact with the public in a positive manner.

This is a professional inspectional position requiring sound judgment, technical expertise, and the ability to work independently in both office and field environments. The ideal candidate has excellent communication skills and a strong knowledge of, (or the ability to learn), public health and environmental regulations and inspection practices; a demonstrated ability to interpret and enforce codes fairly and consistently while maintaining accurate inspection records; and the ability to assess health risks and determine appropriate corrective action.

**Licenses & Certifications:**

- Eligibility for Massachusetts Registered Sanitarian
- Valid Massachusetts Class D Driver's License (minimum)
- Certified Food Safety Manager
- Certified Soil Evaluator
- Title 5 Inspector
- Licensed Lead Determination Inspector
- CORI check required.
- (Certified Food Safety Professional preferred.)

This position is proposed as 24 hours per week, flexible hours per day, with a schedule set by the candidate. Set office hours will be required of the candidate, to be determined by the candidate. Most hours are expected to be in the field.

The Town of Sterling offers a competitive salary scale, starting at Grade 6 Step 4, (\$40,410.24), final determination to be made according to education and certifications.

The Town of Sterling offers benefits to employees that work more than 20 hours per week.

This position will be posted for 30 days, or until filled.

Please submit cover letter and resumes to:

US Mail: Sterling Board of Health  
Butterick Municipal Building  
1 Park St.  
Sterling, MA 01564

Email: Kathie Nickerson, Associate Health Agent  
[knickerson@sterling-ma.gov](mailto:knickerson@sterling-ma.gov)  
Please use subject title: Health Agent Submission