

Environmental Health Specialist I Trainee Application Instructions

To apply as an Environmental Health Specialist I (EHS I) Trainee, follow these three steps:

1. Apply for transcript evaluation.
2. Apply to the California Department of Public Health for an eligibility review.
3. Then, apply with Los Angeles County.

STEP 1: TRANSCRIPT EVALUATION

Apply for a transcript evaluation.



For Domestic Transcripts (universities and colleges within the United States):

- Apply with **CPS HR Consulting**
 - Pay the \$300 evaluation fee at the time of application at: **EHSPAY.CPSHR.US/**

The process takes 4 to 6 weeks.



Option V candidates may send official transcripts directly to the REHS Program Coordinator without requiring a transcript evaluation.



For Foreign Transcripts (universities and colleges outside of the United States):

- Have transcripts evaluated by a foreign transcript evaluation service
 - A list of approved foreign credential evaluation services is available upon request from the EHS Registration Program.
- Request a “course-by-course” evaluation.
- Forward the evaluation to the EHS Registration Program.

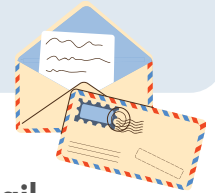
For more information, visit: bit.ly/4upwy8q

STEP 2: ELIGIBILITY REVIEW

Complete the CDPH application for eligibility review:

- **Include transcript** evaluation results.
- **Pay \$178** (check or money order).
- **Mail the application and payment to:**

California Department of Public Health
EHS Registration Program
1725 23rd St., Suite 110
Sacramento, CA 95816



A Letter of Eligibility will be issued by **U.S mail** and **email** within a few days of receipt.

- **Application stays active for 30 months** if the applicant is eligible.
- If the applicant has not applied for an EHS I Trainee position after 30 months, a verification request will be sent regarding their interest in the position.
 - If no response is received, the file will be destroyed, and the applicant must reapply.

For more information on CDPH’s application process, visit: bit.ly/cdph-ehs-application-instructions

STEP 3: APPLY WITH LOS ANGELES COUNTY

After receiving the Letter of Eligibility, apply with Los Angeles County.

- Go to: www.governmentjobs.com/careers/lacounty
- Search for “**Environmental Health Specialist I (Temporary)**”
 - **Attach the following to your submission:**
 - Bachelor’s degree, Letter of Eligibility, and California Class C driver’s license



APPLY NOW



For questions, contact the Workforce Development Program at:
(626) 430-5170 or EHWorkforceDevelopment@ph.lacounty.gov

