



Department of Human Resources & Civil Service

Job Announcement Please Post Conspicuously

Adam J. Bello
County Executive

Andrea M. Guzzetta Zury
Director

TITLE: **ASSISTANT NURSE MANAGER**
(Provisional* Appointment)

SALARY: \$56,838 - \$78,167 annually

LOCATION: Monroe Community Hospital

JOB SUMMARY:

This is a senior level professional nursing position providing bedside and clinical care to convalescent, chronically ill, and seriously ill patients at Monroe Community Hospital. This position is distinguished from Registered Nurse by virtue of being responsible for training licensed nursing staff in advanced professional nursing techniques and treatments of complex care. The employee reports directly to, and works under the general supervision of a Nurse Manager or other higher-level staff member. General supervision is exercised over Licensed Practical Nurses, Nursing Assistants, and other subordinate staff in their performance of patient/resident care duties. Does related work as required.

MINIMUM QUALIFICATIONS:

Possession of a New York State License as a Registered Professional Nurse plus EITHER:

- (A) One (1) year paid full-time or its part-time equivalent experience as a Registered Nurse, six (6) months of which must have been in a supervisory or charge nurse capacity; OR,
- (B) Eighteen (18) months paid full-time or its part-time equivalent experience as a Licensed Practical Nurse, six (6) months of which must have been in a supervisory or charge nurse capacity; OR,
- (C) An equivalent combination of experience as defined by the limits of (A) and (B) above.

SPECIAL REQUIREMENTS:

This position is subject to a background check for criminal convictions. Convictions will be considered but will not automatically disqualify the candidate. No criminal background check will occur until after a conditional offer of employment has been made, unless required prior to a conditional offer because of the nature of the position or otherwise required by law.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

ADDITIONAL INFORMATION:

Effective February 2023 through December 2024 Monroe County will be providing full-time employees a quarterly \$1000 retention payment.

RESIDENCY REQUIREMENT:

Applicant must be a resident of Monroe County at the time of appointment and for at least four (4) months at the time of examination.

APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:

MONROE COMMUNITY HOSPITAL
ATTENTION: PERSONNEL
435 EAST HENRIETTA ROAD
ROCHESTER, NY 14620

Posting Date: January 3, 2023

Posting Deadline: Until filled

*The term provisional means that you will be required to take the next Civil Service examination for this title, and place among the top three (3) candidates on the examination list in order to be eligible for permanent appointment.