



# 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:**

A candidate needs to have received their primary COVID-19 vaccination series.

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. 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:**

From July 2022 through October 2023 Monroe County will be providing full-time employees a quarterly \$500 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.