



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Maggie Brooks  
County Executive

Brayton M. Connard, SPHR  
Director

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**TITLE:** Public Health Nurse (\*Provisional Appointment)

**SALARY:** \$35,452 - \$47,387 annually

**LOCATION:** Monroe County Department of Public Health – Disease Control Unit and Immunization Program

### **JOB SUMMARY:**

The position of Public Health Nurse is a full time position that is 8 a.m. to 5 p.m. Monday through Friday with rotation into the Immunization Program's Wednesday 12-7 clinic. This position is a professional nursing position responsible for the investigation and reporting of reportable communicable diseases and the assessment for and administration of ACIP recommended immunizations. The position also participates in Health Department and community education programs. The position works closely with other program staff as well as other Health Department staff such as those in Rabies and Housing and Food Protection. The work includes nursing assessments, patient interviews, administering immunizations, interpreting lab test results, answering phone calls from providers and the public about disease control or immunization information, and other related work. There is a home visiting component, although most work will be performed in the clinic setting. The work is performed under direct supervision of and report to an Assistant Supervising Public Health Nurse. The incumbent does related work as required. Disease investigation and immunization experience are preferred but not required.

### **MINIMUM QUALIFICATIONS:**

Graduation from a regionally accredited or New York State Registered college or university with a Bachelor's degree in Nursing.

### **SPECIAL REQUIREMENTS:**

Possession of a New York State Registered Professional Nurse's license and current registration to practice as a Registered Professional Nurse in New York State at the time of appointment or examination, whichever is first.

If you are appointed, you will be required to possess a valid license to operate a vehicle in NYS, or otherwise demonstrate your ability to meet the transportation needs of the position.

Depending on position duties, candidates for employment with Monroe County Government will be required to pass a pre-employment drug test and physical. Applicants may be required to undergo a state and national criminal history background investigation, which will include a fingerprint check, to determine suitability for appointment. Failure to meet the standards for the background investigation may result in disqualification.

**Send Civil Service Application to:** Monroe County Department of Human Resources  
111 Westfall Road – Room 752  
Rochester, NY 14620

**Posting Deadline:** August 6, 2009

\*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) on the examination list in order to be eligible for permanent appointment.

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PHONE: (585) 753-1700 TTY: (585) 753-1091 WEB SITE: <http://www.monroecounty.gov>

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