



POSITION AVAILABLE

Position: Public Health Nurse Supervisor

Department: Home Care

Office: Health Services

Posting Date: November 15, 2018

Hours: Full Time M-F 8 am – 4:30 pm

(Extended hours may include weekend/holiday call hours)

Starting Salary: A56 \$31.06/hour- \$64,604.80/ Annual**

***(Salary Commensurate with experience)*

Minimum Qualifications:

- A Bachelor of Science in Nursing
- Current valid Licensure from the State of Ohio to practice as a Registered Nurse; Three years nursing experience preferably in Public Health and two years' management experience
- Current valid Ohio driver's license and access to a motor vehicle (mileage reimbursed at IRS rate)

Preferred Qualifications:

- 3-5 years Home Care experience
- Candidate should have excellent communications and PC skills
- Experience in health services administration with at least one year of supervisory or administrative experience in home health care or a related field

Responsibilities include but not limited to:

- Day to day operations of the program
- Providing supervision and direction to program staff
- Coordinating the intake of new clients
- Participating in the development of administrative policies and procedures
- Coordinating agency and contract staff
- Clinical quality initiative activities
- Participating on assigned committees
- Rotating weekend/holiday call
- May be required to play an active role in the event of a public health emergency, which may include changes in responsibilities and working hours

Ensure compliance with federal and state regulations related to Medicare and home health care

Provide direct patient care as needed

How to apply:

Complete the application found on our website: www.phdmc.org/about/employment-postings

- Fax, email, or deliver the completed application to Human Resources at:

Public Health – Dayton & Montgomery County
117 South Main Street, 2nd Floor
Dayton, Ohio 45422

humanresources@phdmc.org

Fax (937) 496-3070

Deadline to Apply: November 25, 2018 or until position is filled

Position is subject to a criminal background check

Applicants who declare use of nicotine/tobacco in any form including replacement therapy products and prescription medications used to treat smoking addiction on the PHDMC Application for Employment or addendum thereto, shall not be considered for employment.

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