



Public Health
Prevent. Promote. Protect.
Dayton & Montgomery County

Public Health - Dayton & Montgomery County

Reibold Building, 117 South Main Street, 2nd Floor, Dayton, Ohio 45422

(937) 225-4406 • Fax (937) 496-3070

Email: humanresources@phdmc.org • www.phdmc.org

Facebook/Twitter: @PublicHealthDMC • LinkedIn: @public-health-dayton-&-montgomery-county

POSITION AVAILABLE

Position: Public Health Nurse Coordinator

Department: Communicable Disease

Office: Health Services

Posting Date: November 16, 2018

Hours: Full Time M-F 8 am – 4:30 pm

Starting Salary: A50 \$26.79/hour- \$55,723.20/Annual **

***(Salary Commensurate with experience)*

Minimum Qualifications:

- A Bachelor of Science in Nursing or related field; 2-3 years relevant experience
- Current valid Licensure from the State of Ohio to practice as a Registered Nurse
- Current valid Ohio driver's license and access to a motor vehicle (mileage reimbursed at IRS rate)

Preferred Qualifications:

- 3 years Communicable Disease experience
- Candidate should have excellent communication and PC skills
- 1-2 years management experience

Responsibilities include but not limited to:

- Planning, directing, supervising the Communicable Disease Reporting, TB, and Refugee Programs
- Directly supervising and evaluating program staff
- Maintaining the Refugee Contract
- Participating in the development of administrative and clinical policies and procedures
- Participate in Quality Improvement activities
- Participating on assigned committees
- Rotating Weekly Emergency Response Call

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: December 3, 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.

PUBLIC HEALTH IS AN EQUAL OPPORTUNITY EMPLOYER AND SERVICE PROVIDER COMMITTED TO HIRING A DIVERSE AND INCLUSIVE WORKFORCE