

## POSITION AVAILABLE

**Position:** Public Health Nurse, Communicable Disease, Immunization Program

**Hours:** Full-time (40 hours)

**Minimum Qualifications:** This job requires a current Registered Nurse (RN) license in good standing with the State of Ohio pursuant to section 4723.13 of the Ohio Revised Code. Knowledge of public health nursing, health education, immunizations or previous public health experience preferred.

**Responsibilities:** The Registered Nurse is primarily responsible for delivering general public health services including communicable disease identification, interviews, case management and contact tracing; administering vaccine to all age ranges (interprets, explains, and applies vaccine schedules); provides health education in a variety of settings and to diverse audiences; represents the agency at community functions, meetings, and on committees; assists with public health accreditation; participates in emergency preparedness exercises; and works on emergency preparedness response in a variety of roles including but not limited to pandemic response. This position is funded through a designated funding source that may be reduced or eliminated in the future.

**Knowledge, Skills and Abilities:** This job requires current CPR certification, proficiency of computer skills including electronic medical records (EMR) systems, ability to work independently and as part of a team in a dependable manner; knowledge of community resources; be able to effusively deal with stress; ability to learn and use a web-based reporting program for completing on-line reports; establish and maintain effective working relationships with other agency and organization representatives; This job requires the ability to meet multiple deadlines, excellent organizational skills, and adhere to confidentiality requirements. This job requires working occasional evenings and weekends.

**Physical Demands and Working Conditions:** The demands and conditions described here are representative of those the employee must meet to perform the essential functions of the job. • Frequently required to sit, stand, walk, talk, write, listen and read. • The employee may infrequently be required to climb, balance, stoop, kneel, crouch or crawl, reach with hands and arms, lift and/or move up to 35 pounds. May frequently be required to reach into or climb inside automobiles. Must be comfortable with and capable of applying mild restraint techniques to children (with the help of a parent/guardian) while administering vaccines. • Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to focus. • The noise level of the office is moderate. May occasionally be in environments with high noise levels. • Involves travel by automobile to attend meetings with state agencies and community partners and travel between schools. Must have current driver's license valid in the state of Ohio, access to a personal automobile and valid automobile insurance.

**Forward cover letter and resume to:**

Preble County Public Health  
615 Hillcrest Drive  
Eaton, Ohio 45320  
Attn: Christine Maggard  
Or by email:

[christine@preblecountyhealth.org](mailto:christine@preblecountyhealth.org)

**Deadline to Apply: Open until position is filled**

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