

**POSITION: PUBLIC HEALTH NURSE II – Clinic**

Posting# 992022cl-0218ksa

\*May Underfill with a Public Health Nurse I – Clinic – 992021\*

UTAH COUNTY OFFICE OF HUMAN RESOURCES MANAGEMENT, 100 East Center, Suite 3800, Provo, UT 84606  
Phone: (801) 851-8158 ♦ Fax: (801) 851-8166 ♦ Email: [humanresources@UtahCounty.gov](mailto:humanresources@UtahCounty.gov) ♦ <http://www.utahcounty.gov/jobs>

*Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.*

**JOB ANNOUNCEMENT**

PART TIME GRANT FUNDED PUBLIC HEALTH NURSE II - CLINIC POSITION

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**REQUIRED ATTACHMENTS TO APPLICATION:**

- College transcripts and/or diploma if related to position - internet printouts & photocopies are acceptable
- Required licensure

**STARTING SALARY RANGE: Step 41 - \$24.74 - Step 47 - \$28.43 hour, \$1,979.38 - \$2,274.53 Bi-Weekly \$989.69 - \$1,137.27 Bi-weekly (based upon part time position)**

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Starting Salary is based upon education and experience

*Plus benefits package - Step increase available after completing probation and annually thereafter.*

**OPENING DATE: February 16, 2018**

**CLOSING DATE: \*Open Until Filled**

All applications received by February 23, 2018 will be screened by the Human Resource Office. Those applications meeting the specified qualifications and additional screening criteria will be referred for a hiring interview. The Human Resource Office will continue to consider qualified candidates, as needed, until the position is filled.

*The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months*  
**For additional information see the job description at - <http://www.utahcounty.gov/jobs>**

**JOB SUMMARY:**

Performs licensed registered nurse work under the general direction of a Bureau Director-Nursing or a Public Health Nurse Coordinator in providing community nursing services at public health clinics according to assigned area of responsibility. **Position is in the Health Department Clinic.**

**DUTIES INCLUDE:**

**Participates** in various health clinics and fairs covering topics such as sexually transmitted disease, cancer screening, well-child and adult screening, family planning, immunizations, TB, blood pressure or cholesterol screening, and other topics as determined by the division director; provides information to, and counsels with, patients.

**Charts** progress of clients and coordinates medical contacts as needed; visits homes and other agencies as needed to obtain information, to educate, to counsel, and for case management.

**Interviews** clients or legal guardians to review medical immunization history and to determine ageappropriate



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immunizations; administers appropriate vaccines to all ages of patients according to correct route and site and in compliance with Health Department policy and procedure; informs client or guardian of expected immunization side effects and appropriate treatment; makes a record of immunizations given and incidents relating thereto.

**Draws** blood and determines vaccination needs for immigration; performs pregnancy testing and referrals as needed; performs metabolic screening on infants and informs clients on the benefits of PKU testing; performs venipuncture as needed; counsels clients about risks of, and prevention measures for, high blood pressure; provides emergency resuscitation and treatment to clinic patients as necessary.

**EVALUATION AND SELECTION FACTORS INCLUDE:**

**Knowledge of:** psycho-social and current health issues; local medical services available to appropriately assist clients.

**Skill in:** written and verbal communication; emergency, first aid, and CPR procedures including injections and venipuncture; the use of health screening equipment.

**Ability to:** establish rapport and cooperative work relationships with those contacted during the course of work activities; maintain organized and accurate medical records; teach health issues and lead discussions for large and small groups.

**REQUIREMENTS FOR EMPLOYMENT:**

**Public Health Nurse II – Clinic:**

Bachelor’s Degree in Nursing from an accredited college or university or an Associate’s Degree in Nursing from an accredited college or university plus two (2) years of work experience as a registered nurse.

**Public Health Nurse I – Clinic:**

Associate’s degree in nursing from an accredited college or university.

*Selected applicants shall be strongly encouraged to receive immunizations according to the Center for Disease Control and/or County Health Department Policy.*

Preference may be given to those applicants with bilingual Spanish speaking/reading skills.

**Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.**

**LICENSURE/CERTIFICATIONS:**

Applicant must possess either a current State of Utah Registered Nurse license, a current State of Utah Temporary Registered Nurse license, or a current out-of-state registered nurse license recognized through interstate compact legislation. Incumbents possessing temporary or out-of-state licensure must obtain a State of Utah Registered Nurse license during the probationary period for new hires or during the trial period for promoted County employees. Incumbents must possess CPR and first aid certifications. Incumbents must successfully complete annual training required to maintain licensure and certifications. Applicant must possess a current driver’s license and obtain a valid State of Utah driver’s license within 60 days of employment.

**EXAMINATION/SELECTION PROCESS:** Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Human Resource Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Human Resource Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Human Resource Department reserves the right to call only the most qualified applicants to any of the examinations.