

Saratoga County

New York



SARATOGA COUNTY
DEPARTMENT OF HUMAN RESOURCES
Scot Chamberlain, Director
40 McMaster Street, Ballston Spa NY 12020
www.saratogacountyny.gov
(518) 885-2225

Thank you for your interest in employment with one of the fastest growing, most unique and popular counties in Upstate New York. We are proud to be frequently recognized for a high standard of living and quality of life.

CAREER OPPORTUNITY
REGISTERED PROFESSIONAL NURSE (RPN)
SARATOGA COUNTY PUBLIC HEALTH DEPARTMENT

SALARY: \$56,338 * Plus Excellent Benefit, Retirement Package & Compensation Plan*****

Distinguishing Features of this opportunity are...

This is a professional nursing position involving responsibility to plan, implement and promote community health initiatives in accordance with evidenced based practices and under the general direction of a Supervisor. Nursing activities include but are not limited to: disease prevention, surveillance, investigation, mitigation, and promotion of population health. Duties may involve the responsibility of providing supervision over the work of support personnel. Does related work as required.

Typical illustrative* work activities will include, but are not limited to...

- Conducts disease surveillance and investigations; Develops and implements program related work-plans according to the New York State Aid requirements and Prevention Agenda focus areas;
- Provides appropriate population health promotion and prevention outreach activities;
- Educates healthcare providers, community stakeholders and the public regarding a wide range of health related topics;
- Utilizes statistical data for planning, implementing and evaluating program activities;
- Provides skilled nursing care to client(s) in a variety of settings;
- Maintains current knowledge of community resources and refers client(s) appropriately; Participates in scheduled and unscheduled emergency preparedness activities;
- May have responsibility to complete program and on-call coverage as assigned to ensure twenty four (24) hour agency accessibility to the community;
- Maintains a variety of records and prepares reports.

**Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.*



Required performance, knowledge, skills and abilities are...

Knowledge of public health programs and standards; proficient in nursing skills required to provide patient care in a variety of settings; plan and coordinates nursing care for individuals, families and groups; communicates effectively; skill in operating basic computer programs, electronic health records and web-based data systems; establishes and maintains cooperative working relationships; seeks and implements expert guidance when applicable; organizational skills; ability to perform duties in accordance with American Nurses Association (ANA) Code for Professional Nurses; physical condition commensurate with the demands of the position.

Minimum Qualifications for this position are...

MINIMUM QUALIFICATIONS: At Least...

Possession of an Associate's degree in nursing from a regionally accredited or New York State registered college or university as qualifying for Registered Professional Nurse.

****SPECIAL REQUIREMENTS FOR ACCEPTANCE OF APPLICATIONS**:** Eligibility for a license issued by the State of New York to practice as a Registered Professional Nurse. Possession of the license at the time, and for duration, of appointment is required.

NOTE: A Registered Nurse may not be appointed until satisfactory evidence of possession of the above requirements has been presented to and approved by the Commissioner of Health as authorized by the State Department of Health.

Qualified candidates may submit their application, resume, by mail or in person as follows:

ATTN: Personnel Officer – Civil Service Division
Saratoga County Human Resources Department
40 McMaster Street
Ballston Spa, New York 12020

Applications will continue to be accepted until the position has been filled

Applications are available in the Human Resources Office or on our website, www.saratogacountyny.gov. Resume **MAY NOT** be substituted for Application. No Fax Submissions

If you require reasonable accommodation in completing this application, interviewing, completing any pre-employment testing, or otherwise participating in the employee selection process, please direct your inquires to the Human Resources Office. Saratoga County is an equal opportunity employer.

We are committed to fostering an inclusive environment where diversity is valued and recognized as a source of strength and enrichment. We seek to attract talented people from a diverse range of backgrounds and cultures, and encourage women, people of color, LGBTQ individuals, those with disabilities, members of ethnic minorities, foreign-born residents, and veterans to apply.