NORTHERN KENTUCKY INDEPENDENT DISTRICT HEALTH DEPARTMENT
JOB POSTING
JULY 20, 2016

EPIDEMIOLOGIST (EPI2)

The Population Health Division has 1 full-time (40 hours/week) position available for an Epidemiologist (eligible for promotion to Level II after successful completion of Introductory Period) to assist with communicable disease containment and to promote and protect the health of Northern KY by recommending and administering health and safety standards. Initially, the position will be initially located at our office in Florence, KY. Usual work hours are M-F between 8:00 a.m. and 5:00 p.m. plus some evenings and weekends.

Status: 1 Full-Time (40 hours/wk), non-exempt (hourly) merit system position
Classification: Epidemiologist (eligible for reclassification to Level II after Introductory Period)
Grade: 30 for Epidemiologist (32 for Level II)
Reports to: Epidemiology Manager

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Essential functions include, but are not limited to:
Under the guidance of a mentor (for Epidemiologist) or independently (Level II):

- **Assesses assigned epidemiology activity.** (Assists with the collection of disease information/data. Assists with disease evaluation and surveillance. Assists with field investigations during periods of unusual occurrence of disease. Takes reports of communicable disease during business and non-business hours.)

- **Conducts and analyzes studies of assigned diseases.** (Assists with conducting studies on diseases in various population groups. Assists with the preparation, interpretation, and presentation of complex technical reports. Assists with formulating recommendations on interventions, preventative methods and treatments.)

- **Prepares staff and public health professionals to respond to public health epidemiologic emergencies.** (Assists with the coordination of epidemiologic exercises/drills as assigned. Participates in NKIDHD disaster planning and preparedness exercises. Functions as a member of the Epidemiology Rapid Response Team (ERRT) for NKIDHD and the Commonwealth of Kentucky. Participates in epidemiology-related communicable disease clinics. Communicates with Epidemiology staff in other organizations.)

- **Assists with the development, implementation, and monitoring of Epidemiology Program Plans.** (Assists with the development of Epidemiology program budget. Assists with identifying, evaluating, and meeting quality standards for continuously improving Epidemiology Program.)

- **Performs community outreach activities to raise awareness of assigned program(s).** (Assists with coordinating internal team meetings by scheduling meetings/team activities, establishing agendas for meetings, and handling pertinent communications. Assists with preparing and making educational presentations target groups and individuals. Assists with preparation and distribution of educational materials to community and healthcare facilities. Assists with coordination of infectious disease control luncheons.)

- **Monitors reports of occurrences of illness and food items recalled due to potential contamination.** (Monitors reports for cases of illness due to potential contamination and of communicable disease. Follows up by contacting individuals and families to educate and offer prophylactic treatment. Monitors reports of and disseminates information about food items recalled due to potential contamination.)

- **Completes special projects.** (Responds to public health emergencies as assigned. Completes other special projects.)

- **Performs other duties.** (Collaborates in and contributes to individual, team, and/or organizational quality improvement and evaluation activities. Participates in internal and external meetings. Serves on internal and external committees. Completes timecard. Completes travel reports. Completes required training. Completes other assigned reports. Attends work as scheduled or uses approved leave.)

Minimum Qualifications: Valid, active driver’s license, reliable transportation, and:
Bachelor’s degree in Epidemiology, Public Health, Biostatistics, Nursing or closely related field from an accredited university/college with coursework including at least one course in Epidemiology and a second course in a closely related field such as biostatistics, vital and medical statistics, informatics, etc. (Level II requires successful completion of Introductory Period as Epidemiologist and demonstration of mastery of competencies sufficient to perform the essential functions of the job.) The equivalent combination of experience and education sufficient to successfully perform the essential functions of the job may substitute for the degree.

Desired Qualifications:
Same as above plus prior public health experience and/or bilingual English/Spanish.
To Apply:

Apply through CareerBuilder only (www.careerbuilder.com).
For immediate consideration apply by 5:00 p.m. EST on 7/28/2016
Applications will be accepted as long as the position is posted on CareerBuilder.

Please reference code EPI2 on any attachments or correspondence. No phone calls, paper applications, or paper resumes please. Selection will be made by interview(s), and/or review of submitted documentation, which must indicate that applicant meets minimum qualifications. Criminal background check will be required. Failure to meet any of the selection criteria shall disqualify an applicant.

NKIDHD Human Resources – EPI2
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Until Further Notice