



CIVIL SERVICE COMMISSION
COUNTY OF MADERA
ANNOUNCEMENT OF EXAMINATION

PUBLIC HEALTH NURSE I/II

I Level: \$4445 - \$4667 - \$4900 - \$5145 - \$5402/Month

II Level: \$5162 - \$5420 - \$5691 - \$5976 - \$6274/Month

POSITION:

Essential

Functions:

Assist with the planning, organizing, coordination and administration of an assigned public health nursing program.

Provide nursing, educational, and health counseling services in connection with the control and prevention of disease and adverse health conditions.

APPLICATION:

Apply:

Department of Human Resources
200 West 4th Street, 4th Floor, Madera, California 93637
Phone: (559) 675-7705
TDD Telephone: (559) 675-8970
24-Hour Job Line: (559) 675-7697
Website: www.madera-county.com

FINAL FILING DATE: CONTINUOUS (Faxed application materials may be accepted under certain circumstances and with prior authorization of the Department of Human Resources. Application materials authorized to be received by facsimile will require that the applicant submit an application with original signature prior to the date of the examination.) ****Those applicants claiming veteran's preference must submit a copy of their DD-214 form along with the application.*** Candidates who attain ranking on an eligible list and are involuntarily called to active duty may be considered for eligibility reinstatement upon their return. For additional information, please contact the Department of Human Resources.

PHYSICAL:

As a condition of employment with the County of Madera, a candidate must pass an employment medical examination, and review of medical history given by the County Health Department and/or health care professional designated by the County.

EXAMINATION PROCESS:

A qualifications appraisal for the purpose of appraising the candidate's education, experience, and personal qualifications will be scheduled for those candidates who meet the minimum qualifications, and may be administered either by a written examination, oral interview, evaluation of education and experience, or any combination of qualifications appraisal determined by the Department of Human Resources to be appropriate. The Civil Service Commission may limit the number of qualified applicants eligible to participate in the examination process. ****Note: you will be required to submit verification of your identity and citizenship or legal right to work in the United States at the time of and as a condition of an offer of employment.***

The Department of Human Resources will make reasonable accommodation in the examination process for disabled applicants. If you have special needs, please indicate such on your application.

Madera County does not discriminate on the basis of race, religious creed, color, national origin, ancestry, disability, medical condition, marital status, sexual orientation, sex, or age, in any of its programs or activities.

EQUAL OPPORTUNITY EMPLOYER

I LEVEL

QUALIFICATIONS:

Knowledge of: Principles, methods, and procedures of nursing as applied to public health needs and practices.
Current trends and practices in professional nursing.
Preventive medicine.
Causes, treatment, prevention, and early detection of communicable diseases, chronic diseases, and handicapping conditions.
Child growth and development and procedures involved in promoting maternal and child health.
Sociological, psychological, and physical problems involved in public health nursing.

Skill to: Operate a motor vehicle safely.

Ability to: Learn community aspects of nursing programs, including community resources and teaching of preventive medicine techniques.
Learn community resources available for public health programs.
Provide instruction in disease prevention and promote proper nursing care services.
Gather information and prepare a variety of reports.
Effectively represent the Health Department and nursing services to the public, community organizations, boards, commissions, and other government agencies.
Communicate clearly and concisely, both orally and in writing.
Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work.

EXPERIENCE AND TRAINING GUIDELINES:

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

*EQUIVALENT TO A BACHELOR'S DEGREE FROM AN ACCREDITED COLLEGE OR UNIVERSITY WITH MAJOR COURSE WORK IN NURSING OR A RELATED FIELD; **AND** POSSESSION OF A VALID LICENSE TO PRACTICE AS A REGISTERED NURSE IN THE STATE OF CALIFORNIA; **AND** POSSESSION OF A CALIFORNIA STATE PUBLIC HEALTH NURSING CERTIFICATE.*

II LEVEL

QUALIFICATIONS:

In addition to the qualifications for a Public Health Nurse I:

Knowledge of: Community aspects of nursing programs, including community resources and teaching of preventive medicine techniques.
Community resources available for public health programs.
Budget development and expenditure control.
Principles of work direction, training, and program coordination.

Ability to: Perform the full range of professional public health nursing services.
Plan and conduct clinic services.
Provide some training for other staff.
Serve as a resource for nursing problems and issues.

(CONTINUED ON THE NEXT PAGE)

EXPERIENCE AND TRAINING GUIDELINES:

Any combination equivalent to experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

*TWO YEARS OF INCREASINGLY RESPONSIBLE EXPERIENCE EQUIVALENT TO THAT OF A PUBLIC HEALTH NURSE I WITH MADERA COUNTY; **AND** EQUIVALENT TO A BACHELOR'S DEGREE FROM AN ACCREDITED COLLEGE OR UNIVERSITY WITH MAJOR COURSE WORK IN NURSING OR A RELATED FIELD; **AND** POSSESSION OF A VALID LICENSE TO PRACTICE AS A REGISTERED NURSE IN THE STATE OF CALIFORNIA; **AND** POSSESSION OF A CALIFORNIA STATE PUBLIC HEALTH NURSING CERTIFICATE.*

Public Health Nurse I and II

SPECIAL REQUIREMENTS:

Essential duties may require the following physical skills and work environment:

Ability to sit, stand, walk, kneel, crouch, stoop, squat, twist, and lift 25 lbs.; exposure to cold, heat, noise, outdoors, chemicals, explosive materials, and infectious diseases.

For additional information, the full job description is available for review by contacting the Human Resources Department at (559) 675-7705 or by visiting www.madera-county.com.

BENEFITS:

Benefits of employment with the County of Madera include 13 paid holidays per year; 1 sick leave day per month (unlimited accrual); 2 weeks paid vacation after 1 year, vacation accrual increasing thereafter with years of service (45 days maximum accrual); membership in the Public Employees' Retirement System (PERS), including an enhanced 2.7% @ 55 retirement benefit formula; County participates in the Public Employees' Retirement System Health Benefit Program and for certain selected health plans, the County pays 100% of health insurance premium for employee and 50% for either two-party or dependent coverage; additional salary increases after 10, 15, and 20 years of service.

Public Health Nurse I/II-Continuous

February 23, 2009
(09-007)

THE PROVISIONS OF THIS JOB BULLETIN DO NOT CONSTITUTE AN EXPRESSED OR IMPLIED CONTRACT. THE COUNTY OF MADERA RESERVES THE RIGHT TO MAKE NECESSARY MODIFICATIONS TO THE EXAMINATION PLAN. SUCH REVISIONS WILL BE IN ACCORDANCE WITH COUNTY CIVIL SERVICE STANDARDS. QUESTIONS REGARDING THIS ANNOUNCEMENT MAY BE DIRECTED TO THE MADERA COUNTY DEPARTMENT OF HUMAN RESOURCES.