



# VACANCY ANNOUNCEMENT

**The Department of Health has a career opportunity for qualified candidates for the following position:**

Title <b>Public Health Representative Trainee [Classified Non-Competitive]</b>			Salary <b>P95 \$42,895.85</b>
Posting Number <b>69-19</b>	Position Number <b>945659</b>	Number of Positions <b>1</b>	Posting Period * From: <b>3/07/2019</b> To: <b>3/21/2019</b>
Location: <b>DOH- HIV, STD &amp; TB Services 50 East State Street, 4<sup>th</sup> Floor Trenton NJ 08625</b>		Scope of Eligibility/Open to: <b>Applicants who Meet the Requirements</b>	
<b>GENERAL DESCRIPTION</b>			
<p>This is a trainee position. This position investigates reports of syphilis and HIV to determine if there are other people in the community who may have been exposed and need testing/treatment/referral for services. This position is also critical for linking and relinking patients to care who have been infected with HIV to ensure they are starting treatment and aiding in stopping the spread of HIV in New Jersey. This position is responsible for counseling patients with syphilis or HIV and conducting field investigative activities to locate and refer for examination people who are suspected of having either syphilis or HIV. The successful candidate will be required to perform field investigative activities in areas where syphilis and HIV are prevalent. The successful candidate will have supervised management of syphilis and HIV cases to determine the source and spread of infection. The person is responsible for all assigned cases ensuring completion of an original interview, re-interview and cluster interview, rapid follow-up of identified contacts and associates, ongoing analysis of source/spread/cluster relationships, rapid response to to supervisory directives, and timely case closure.</p> <p>Appointees who complete the twelve (12) month training period successfully, will be eligible for advancement to the journeyman level title.</p>			
<b>REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)</b>			
<p><b>EDUCATION:</b> Graduation from an accredited college or university with a Bachelor's degree.</p> <p><b>LICENSE:</b> Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.</p>			
<b>IMPORTANT FILING INSTRUCTIONS</b>			
<p>If interested in this position, you can reply in one of two ways:</p> <ul style="list-style-type: none"> <li>• Forward the required documents electronically to: <b><i>PSTHIVAIDS@doh.nj.gov</i></b></li> <li>• Mail the required documents to: <b>Patricia Laird, Administrative Assistant 2 HIV, STD and TB Services Reference Posting #69-19 New Jersey Department of Health PO Box 363 Trenton, NJ 08625-0363</b></li> </ul> <p style="text-align: right;"><b>Required documents:</b></p> <ul style="list-style-type: none"> <li>• cover letter</li> <li>• resume</li> <li>• completed application, found at: <a href="http://www.nj.gov/health/forms/dpf-663.pdf">http://www.nj.gov/health/forms/dpf-663.pdf</a></li> </ul> <p style="text-align: right;"><i>* Responses received after the closing date MAY be considered if the position is not filled.</i></p>			

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- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
  - *If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.*
  - *If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.*
  - *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
  - *In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.*
  - ***The New Jersey Department of Health is an Equal Opportunity Employer.***