



VACANCY ANNOUNCEMENT

The Department of Health received a Civil Service Commission decision on August 26, 2020 approving interim appointments for Unclassified Service positions within the Department of Health for an interim Public Health Recovery Division, Epidemiology and Laboratory Capacity Enhancing Detection. This interim division is currently established and is expected to remain operational until November 30, 2022.

Title Supervising Public Health Representative [Unclassified]			Salary \$27 \$71,858.95 - \$102,317.02
Posting Number E313-20	Position Number 961825	Number of Positions 1	Posting Period * From: 12/23/2020 To: 03/30/2021
Location: Division of Epidemiology, Environmental and Occupational Health Communicable Disease Service 135 E. State Street, 2nd Floor Trenton, NJ 08625			Scope of Eligibility/Open to: Applicants who Meet the Requirements
GENERAL DESCRIPTION			
<p>Under direction of the Communicable Disease Service, plans and directs activities and staff of a statewide rapid response team (public health representatives) to assist local health departments with investigation and contact tracing activities in response to COVID-19 and other infectious diseases in hotspot areas. Establishes, and maintains cooperative working relationships with county/local health department personnel and others involved in COVID-19 contact tracing activities. Prepares plans and schedules for rapid response team and evaluates efficiency and effectiveness of rapid response activities. Provides assignments and supervises staff who assist local health departments with investigation and contact tracing and provide training/oversight to temporary contact tracing staff. Instructs rapid response team staff in the methods and skills used for COVID-19 and infectious disease investigation and contact tracing as well as public health control actions. Provides technical and consultant services in the planning/development of COVID-19 rapid response team activities and reporting. Supervises compilation of COVID-19 contact tracing rapid response team statistical data to include in reports of program and activities. Prepares grant applications and reports.</p>			
REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)			
<p>EDUCATION: Graduation from an accredited college or university with a bachelor's degree. EXPERIENCE: Four (4) years of experience in a health or social service related program which shall have included responsibility for interviewing, investigating, and/or conducting public health care surveys or patient care services, two (2) years of which shall have been in a supervisory capacity.</p>			
IMPORTANT FILING INSTRUCTIONS			
<p>If interested in this position, you can reply in one of two ways:</p> <ul style="list-style-type: none"> • Forward the required documents electronically to: <i>PSTEEOH@doh.nj.gov</i> • Mail the required documents to: Steven Bors, Executive Assistant 4 Epid., Environmental and Occupational Health Reference Posting #E313-20 New Jersey Department of Health PO Box 369 Trenton, NJ 08625-0369 			
		<p>Required documents:</p> <ul style="list-style-type: none"> • cover letter • resume • completed application, found at: http://www.nj.gov/health/forms/dpf-663.pdf 	
		<p><i>* Responses received after the closing date MAY be considered if the position is not filled.</i></p>	

-
- *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.**
 - *RESUME NOTE: Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.*