



NEW JERSEY DEPARTMENT OF HEALTH NOTICE OF VACANCY

State of New Jersey

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

Title Health Data Specialist Apprentice [Classified Non-Competitive]			Salary P20 \$57,420.37-\$81,196.66
Posting Number 278-24	Position Number 911932	Number of Positions 1	Posting Period * From: 4/22/2024 To: 5/6/2024
Location: Public Health Environmental Laboratory - 3 Schwarzkopf Dr, Ewing, NJ			Scope of Eligibility/Open to: Applicants who Meet the Requirements

GENERAL DESCRIPTION

Under the supervision of the ECLS Biomonitoring & Exposure Assessment Program (NJB) Program Manager, this position assists with biomonitoring study and project design, planning, and implementation for the collection of health and exposure data in support of NJB projects. Candidate will perform health data questionnaire design based on study questions. Position will perform outreach, recruitment, consent, and health data collection through field visit measurements and questionnaire administration to study participants and patients. Position will collaborate with internal and external program partners on data analysis and visualization. Candidate will generate reports for study participants and aggregated health data summaries for program collaborators and interested stakeholders.

Knowledge of programming languages (R, Python), AI, statistical analysis, and visualization is a plus. A background in public health is preferred.

ADVANCEMENT: Upon the successful completion of a twenty-four (24) month apprenticeship, appointees will be eligible for advancement to Health Data Specialist 1 in accordance with New Jersey Civil Service Commission procedures.

PREFERENCE WILL BE GIVEN TO CANDIDATES WITH THE FOLLOWING KNOWLEDGE AND ABILITIES:

Study design, questionnaire survey development/management, outreach, questionnaire administration, study implementation, data analysis, and data visualization. Though not mandatory, a certificate in phlebotomy is a plus.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

NOTE: Applicants must meet one of the following or a combination of both experience and education. Thirty (30) semester hour credits are equal to one (1) year of relevant experience.

Four (4) years of comprehensive technical research and statistical analysis professional experience in epidemiology, public health, economics, public health administration, or related field which involves the use, operation, and/or management of database systems; and twelve (12) semester hour credits in Epidemiology, Public Health, Health Informatics, Health Information Management, Economics, Statistics, Quantitative Analysis, Operations Research, and/or Market Research.

OR

Possession of a bachelor's degree from an accredited college or university including or supplemented by twelve (12) semester hour credits in Epidemiology, Public Health, Health Informatics, Health Information Management, Economics, Statistics, Quantitative Analysis, Operations Research, and/or Market Research.



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NOTE: "Professional experience" refers to work that is analytical, evaluative, and interpretive; requires a range of basic knowledge of the profession's concepts and practices; and is performed with the authority to act and make accurate and informed decisions.

LICENSE:

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.

IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:
PSTLABS@doh.nj.gov
- Mail the required documents to:
**Chova Joyner, Executive Assistant 3
Public Health and Environmental Laboratories
Reference Posting #278-24
New Jersey Department of Health
PO Box 361
Trenton, NJ 08625-0361**

Required documents:

- cover letter
- resume
- completed application, found at:
<http://www.nj.gov/health/forms/dpf-663.pdf>

** Responses received after the closing date MAY be considered if the position is not filled.*



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IMPORTANT NOTES

**State as a Model Employer
of People with Disabilities
(SAME) Applicants:**

If you are applying under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by the closing date indicated above. For more information on the SAME program, visit their website at:

<https://nj.gov/csc/same/overview/index.shtml>, email: SAME@csc.nj.gov , or call CSC at (833) 691-0404.

PHEL Candidates:

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.

Direct Client Care:

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.

**New Jersey
First Act:**

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.

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.

Authorization to Work:

Selected candidates must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services Regulations. The State of New Jersey does **not** provide sponsorships for citizenships to the United States.

Note: Newly hired employees must agree to a thorough background check that will include fingerprinting.

The New Jersey Department of Health is an Equal Opportunity Employer.