

# Essex County Announces

## A Vacancy for a PUBLIC HEALTH EMERGENCY PREPAREDNESS COORDINATOR

Essex County does not Discriminate the Handicapped in Employment or the Provision of Services  
Essex County is an Equal Opportunity Employer

For further information contact  
ESSEX COUNTY DEPARTMENT OF PERSONNEL AND CIVIL SERVICE  
Essex County Government Center  
7551 Court Street - P.O. Box 217  
Elizabethtown, New York 12932 Tel: 873-3360  
<https://www.co.essex.ny.us/jobs.asp>

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**VACANCY: ESSEX COUNTY DEPARTMENT OF PUBLIC HEALTH**

**SALARY: \$24.59/Hr.**

***\*\*Current employees hired PRIOR to 2009, please contact the Personnel Office for rate of pay\*\****

**DISTINGUISHING FEATURES OF THE CLASS:** This is a professional position responsible for administrative duties involving the assessment and development of the Public Health Department and community's public health preparedness and response for biological emergencies as well as assisting with chemical and nuclear responses. The work is performed under direct supervision with leeway allowed for the exercise of independent judgment in carrying out the complex details of the work. Supervision may be exercised over subordinate staff or volunteers, which will include medical reserve emergency corps. The incumbent does related work as required.

**MINIMUM QUALIFICATIONS: *Either:***

- (a) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Public Health or Health Education, Health Science, Nursing, Emergency Management, Human Services, Criminal Justice, or related degree and two (2) years of paid or volunteer experience in emergency preparedness, or emergency medical services, emergency management, fire, law enforcement or military leadership experience; or
- (b) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree as indicated in (a) above and four (4) years of experience as outlined in (a) above; or
- (c) An equivalent combination of training and experience as defined by the limits of (a) and (b) above.

**SPECIAL REQUIREMENT:** Eligibility for an appropriate level New York State Driver's License at time of application and possession of license at time of appointment.

**NOTE:** Volunteer experience will be pro-rated similar to part-time experience and must be documented showing amount of hours worked per week and type of work performed.

(OVER)

**LAST DATE TO SUBMIT APPLICATIONS FOR PROVISIONAL APPOINTMENT IS  
JANUARY 14<sup>th</sup>, 2022**

**QUALIFIED CANDIDATES WILL BE SUBJECT TO A CIVIL SERVICE EXAMINATION TO BE ANNOUNCED AT A LATER DATE. APPLICATIONS WILL BE ACCEPTED UNTIL THE ANNOUNCED CLOSING DATE FOR THE EXAMINATION. PERSONS SEEKING EMPLOYMENT WITH ESSEX COUNTY SHALL BE REQUIRED TO SUBMIT TO DRUG AND ALCOHOL SCREENING/TESTING, PRE-EMPLOYMENT PHYSICAL, AND ADDITIONALLY MAY BE REQUIRED TO SUBMIT TO A FINGERPRINT BACKGROUND CHECK DEPENDING UPON SPECIFIC REQUIREMENTS OF THE POSITION.**

**01/04/2022**