

Warren County Human Resources
602 West Ridgeway Street
P.O. Box 619
Warrenton, NC 27589



Monday - Friday 8:30am to 5:00pm
Telephone: (252) 257-3115
Facsimile: (252) 257-5971
www.warrencountync.com

EMPLOYMENT OPPORTUNITY WARREN COUNTY HEALTH DEPARTMENT

POSITION: Public Health Nurse II*
Child Health Coordinator

DUTIES: The primary purpose of this position is to coordinate the Child Health clinic which involves planning and coordinating services for children ages birth through 20. Duties include overseeing staff assignments and functions during clinics; assisting the providers in the care of clients; reviewing charts to ensure accurate documentation and coding; and conducting home visits to newborns. Employee must also assist in other clinics as needed. Employee must be knowledgeable of Medicaid guidelines & immunization requirements. The opportunity is also available for the employee to attend training sessions in order to become registered to perform well-child physicals.

EDUCATION/EXPERIENCE: Graduation from a four year college or university with a B.S. in Nursing which includes a Public Health Nursing rotation & 1 year of Public Health Nursing experience; or Master's in Public Health & graduation from a school of professional nursing and & year of professional nursing experience; or graduation from a school of professional nursing & two years of professional nursing experience including one year of Public Health Nursing experience; or an equivalent combination of training and experience. Must be licensed as a Registered Nurse in North Carolina.

SPECIAL REQUIREMENTS: Valid driver's license in good standing; current license as a Registered Nurse issued by the North Carolina Board of Nursing; must meet & maintain minimum education & experience requirements as determined by the state of North Carolina.

SALARY: \$42,770 - \$45,000 annually

North Carolina State applications will be accepted **Until Filled** at the Division of Workforce Solutions (formerly the Employment Security Commission), 210 W. Ridgeway Street, Warrenton, North Carolina 27589 or at the Warren County Human Resources Department, 602 W. Ridgeway Street, Warrenton, NC 27589. Applications are available at www.warrencountync.com.

Warren County is a drug free workplace. Positions designated () as Safety Sensitive require pre-employment drug testing. In compliance with the Immigration Reform and Control Act of 1986, Warren County will employ only those individuals who are U.S. citizens or legal aliens authorized to maintain employment in the United States.*

Warren County is an Equal Opportunity Employer

TDD 1-800-735-2962

