

**CIVIL SERVICE COMMISSION
WATERBURY, CONNECTICUT**

OPEN COMPETITIVE EXAM #2629

OPEN COMPETITIVE EXAMINATION FOR: PUBLIC HEALTH NURSE

SALARY: \$39.26 ~ \$47.67/hr. (Non-Exempt, 12-month, 35 hrs./wk. paid bi-weekly)

FRINGE BENEFITS: Choose from available health insurance plans (employee contributions vary) Prescription Drug Rider, Dental Plan, Group Life Insurance for Individual; Retirement Plan; paid Holidays; paid Vacation Days; paid Sick Days; paid Personal Days.

LAST DAY FOR FILING APPLICATIONS

Applications, which may be obtained by visiting our website at www.waterburyct.org or at the Civil Service Office, Chase Municipal Building, 236 Grand St., Waterbury, CT 06702 & must be on file by 4:30 p.m. on:

UNTIL SUFFICIENT APPLICATIONS ARE RECEIVED

IMPORTANT:

1. **Veterans** – Veteran’s points will be awarded in accordance with the Connecticut State Statute. Five (5) for non-disabled veterans, ten (10) for disabled veterans. Proper documentation must be submitted to the Personnel Director before the date of the examination.
2. **Residents** – Five (5) Residency points shall be added in accordance with the amendment to the Civil Service Ordinances dated March 18, 2011. Proper documentation and proof of residence must be submitted no later than the closing date for applications.

EXAMPLES OF WORK: (Illustrative only)

Provides professional nursing services in various clinical settings such as Sexually Transmitted Infections (STI), Tuberculosis (TB) control and case management, COVID-19, communicable diseases, and adult/child immunizations; Prepares and performs patient STI testing and venipunctures, provides follow-up testing, counseling and referral; Administers medications and vaccines to children and adults according to the CDC’s standardized schedule; Investigates communicable disease reports providing case management, education, counseling and referral; Maintains updated information on current public health issues and educates the public through community based public health intervention programs by planning and implementing social media posts and events, community-based lectures, and community training sessions; Conducts monitoring and evaluation of assigned programs; Records data regarding patient history, maintains comprehensive records and prepares reports; Prepares statistical analyses to educate the public on key public health metrics in collaboration with the Department’s epidemiologist; Responds to the needs of maternal and child populations in the city with culturally-responsive programming; Confers with professionals and medical personnel within the community; Performs home visits and makes telephone calls to investigate and monitor communicable diseases; Supervises the work of the Public Health Assistants or Community Health Workers under their direction; Provides health counseling and screening for healthy lifestyles, nutrition, chronic illness, and disease control through the implementation of immunization laws; monitors the availability of grant funding to support community-based efforts to fill gaps in services and assists with the preparation of grant applications; administers grants under their purview. Performs other related work as required.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of nursing principles, assessment and monitoring techniques, interventions, and techniques related to infection control, communicable diseases, universal health precautions and personal hygiene; Knowledge of child development, age-related health risk factors, mental health issues, chronic and acute health conditions, current maternal, infant and pediatric health issues; Knowledge of local medical services available to appropriately assist clients; Written and verbal communication skills; Knowledge of emergency first aid skills and the ability to perform CPR on children as well as adults; The ability to use health-screening equipment; Ability to maintain and organize accurate medical records; Ability to instruct, teach and lead discussions for large and small groups; Ability to communicate effectively both orally and in writing; Ability to take initiative and exercise independent judgment

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REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES, Cont'd from Page 1:

and discretion in carrying out program responsibilities; Ability to plan, and supervise the work of Public Health Assistants or Community Health Workers; Ability to respond quickly to medical emergencies; Ability to drive to all work locations; Ability to perform cardio-pulmonary resuscitation (CPR) involving infrequent kneeling, bending and twisting, ability to frequently walk from location to location as well as the ability to climb stairs and occasionally carry medical equipment weighing 20 pounds for over a long distance.

IN ORDER TO BE CONSIDERED FOR THIS POSITION YOU MUST INDICATE ON YOUR APPLICATION THAT AS OF THE CLOSING DATE YOU HAVE THE FOLLOWING EXPERIENCE:

Bachelor of Science degree in nursing from a college or university accredited by the Accreditation Commission for Education in Nursing (ACEN) or the Commission on Collegiate Nursing Education (CCNE). One year of prior experience in public health nursing or experience working in a community setting is preferred.

ADDITIONAL REQUIREMENTS:

Must be in possession of a State of Connecticut Registered Nurse license, a current First Aid and CPR certification and a valid motor vehicle drivers' license with a good driving history.

COPIES OF APPLICABLE EDUCATIONAL DOCUMENTS (DIPLOMA OR TRANSCRIPTS), LICENSES AND CERTIFICATIONS MUST BE SUBMITTED AT TIME OF APPLICATION

In order to verify possession of the appropriate Driver's License and good driving history, applicants will now be required to provide the H.R. Office with a Driving History Report that is less than 30 days old. Only reports generated by the Department of Motor Vehicle will be accepted. This information will be specifically requested of the applicants at the time that a conditional offer is made. In the event that a report is not supplied within (7) seven days or the H.R. Director deems your driving history to be poor, the conditional offer may be rescinded.

This position is covered under the written agreement between the City of Waterbury and the CHCA Union. The Parts and Weights for this examination will be determined prior to conducting the exam. Individuals appointed shall be required to serve a working test period which will be, in effect, the final phase of the examination. **APPEAL PROCESS:** An applicant may appeal a notice of rejection of his/her application to the Civil Service Commission within seven (7) days of receipt of such notice. Please notify the Civil Service Office of a change in address. Notification will be mailed to the address written on your application.

THE CITY OF WATERBURY IS AN EQUAL OPPORTUNITY EMPLOYER

E.O.E. M/F/D/V

EEOP Utilization Report available at www.waterburyct.org

11/7/24 USAR mj

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PART V - WORKING CONDITIONS, PHYSICAL AND MENTAL REQUIREMENTS

Employees appointed to positions in this class must have adequate physical strength, stamina, physical agility and visual and auditory acuity and must maintain such physical fitness as to be able to perform the duties of the class. A physical examination may be required.

Frequency: Place an "X" in each box that is appropriate to your job.

NEVER (N)	OCCASIONALLY (O)				FREQUENTLY (F)	CONSTANTLY (C)			
0 % of Shift	1-33% of Shift				34-66% of Shift	67-100% of Shift			
Working Conditions	N	O	F	C	Working Conditions	N	O	F	C
Physical Demands					Depth Perception				x
Standing				x	Color Distinction				x
Walking				x	Peripheral Vision				x
Sitting				x	Driving			x	
Lifting			x		Physical Strength:				
Carrying			x		Little Physical Effort (-10 lbs.)		x		
Pushing			x		Light Work (-20 lbs.)				x
Pulling			x		Medium Work (20-50 lbs.)			x	
Climbing		x			Heavy Work (50-100 lbs.)		x		
Balancing			x		Very Heavy Work (100+ lbs.)		x		
Stooping			x		Environmental Conditions				
Kneeling			x		Cold (50 degrees F or less)			x	
Crouching			x		Heat (90 degrees F or more)			x	
Crawling		x			Temperature Changes			x	
Reaching				x	Wetness		x		
Handling				x	Humidity		x		
Grasping				x	Extreme Noise or Vibration		x		
Twisting				x	Exposure to Chemicals		x		
Feeling				x	Exposure to Gases and Fumes		x		
Talking				x	Exposure to Unpleasant Odors		x		
Hearing				x	Exposure to bodily fluids		x		
Repetitive Motion				x	Exposure to dampness		x		
Hand/Eye/Foot Coordination				x	Confinement to Small or Restricting Area		x		
Visual Acuity/Near				x	Mechanical Hazards		x		
Visual Acuity/Far				x	Physical danger or abuse		x		

The above statements are intended to describe the general nature and level of work being performed by the employee assigned to this position. They are not to be construed as an exhaustive list of all job responsibilities and duties performed by personnel so classified. The City of Waterbury is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourage both prospective and current employees to discuss potential accommodations with the City when necessary.

Prepared on: 2/4/2022

Position: Public Health Nurse