

JOB ANNOUNCEMENT

Jones County Health Department

Position: Registered Nurse - COVID Coordinator

Salary: \$25.00 per hour - Contract Basis

Description: This nursing position will handle all case investigations of laboratory confirmed positive/probable tests for COVID-19. Part of the case investigations will require input into the NC COVID data system. This position will be responsible for coordinating COVID results and making initial contact with clients as well as fielding calls regarding COVID. Nurse will work closely with the Epidemiology Team of the Jones County Health Department, as well as the Nursing Supervisor and Public Information Officer (PIO). Position will monitor case counts and statistics, reporting to the Nursing Supervisor on a daily basis. Nurse will be responsible for keeping vaccine waiting list up to date and assisting with scheduling vaccinations.

Work Schedule: Nurse will be required to work at least 4 hours per day, Monday through Friday 8:00 a.m. to 5:00. Hours are flexible. On days of mass vaccine administration, the nurse will be expected to assist as needed at such events.

Minimum Training and Experience: Graduation from a school of professional nursing and two years of professional nursing experience. Currently licensed to practice as a Registered Nurse in the state of North Carolina by the NC Board of Nursing.

Special conditions for employment: Prior to contract, the successful applicant will be asked to submit to pre-employment screenings. Applicants must possess a valid NC driver's license.

Deadline for submission of applications: Open until filled.

SPECIAL NOTE: This is a contract position, which means no fringe benefits apply.

To apply, submit original, signed and dated State Application (PD 107) and transcripts to:

Ann Pike, Interim Health Director
Jones County Health Department
418 Hwy 58 North, Unit C
Trenton, NC 28585

Jones County Health Department is an Equal Employment Opportunity Employer