

# Essex County Announces

## A vacancy for the position of **DIRECTOR OF HEALTH PLANNING & PROMOTION**

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  
[www.co.essex.ny.us/jobs.asp](http://www.co.essex.ny.us/jobs.asp)

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**VACANCY: ESSEX COUNTY DEPARTMENT OF PUBLIC HEALTH**  
**SALARY: \$35.01/HR. (Hired AFTER 2009); \$38.90/HR. (Hired PRIOR to 2009)**

**DISTINGUISHING FEATURES OF THE CLASS:** This is a professional administrative position responsible for directing, planning, implementing, coordinating, and evaluating a variety of preventive public health programs under its jurisdiction including overall responsibility for directing health planning and promotion. This position is responsible for oversight, implementation, and resource allocation to include numerous grant-funded programs. This position has direct responsibility for all personnel under its administrative jurisdiction in order to assure safe, effective, and efficient preventative care services. The work involves responsibility and accountability for the oversight of documentation of services according to the guidelines set by agency policy, legal mandates, and professional standards of practice. The work is performed under the general direction of the Director of Public Health with leeway allowed for the exercise of independent judgment in carrying out the details of work. Supervision is exercised over the work of professional and clerical staff. The incumbent does related work as required.

**PROMOTION QUALIFICATIONS:**

Five (5) years permanent competitive status as a Public Health Program Coordinator.

**LAST DATE TO FILE FOR PROVISIONAL APPOINTMENT IS**  
**JULY 23<sup>RD</sup>, 2020**

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 FINGERPRINT BACKGROUND CHECK, DRUG AND ALCOHOL SCREENING AND TESTING, AS WELL AS A PRE-EMPLOYMENT PHYSICAL. FOR APPLICATIONS AND INFORMATION, CONTACT THE ESSEX COUNTY DEPARTMENT OF PERSONNEL AND CIVIL SERVICE, ELIZABETHTOWN, NY 12932.

07/13/2020