

**COUNTY OF LOS ANGELES – DEPARTMENT OF PUBLIC HEALTH
DIVISION OF HIV AND STD PROGRAMS**

VACANCY ANNOUNCEMENT

(This is not an official bulletin)

PUBLIC HEALTH NURSE (PHN)

The County of Los Angeles Department of Public Health, Division of HIV and STD Programs (DHSP), is seeking a qualified individual to fill a vacant **Public Health Nurse (PHN)** position. This person must have excellent interpersonal, verbal and written communication skills as well as the ability to determine work priorities.

MINIMUM REQUIREMENTS:

- A license to practice as a Registered Nurse issued by the California Board of Registered Nursing -AND- a California Public Health Nurse Certificate.
- A valid California Class C Driver License or the ability to utilize an alternative method of transportation when needed to carry out job-related essential functions.
- Hold the payroll title of PHN or on PHN certification list

DESIRABLE QUALIFICATIONS:

- Experience with Level I Casewatch Database.
- At least 2 year District Public Health Nursing experience or related field.
- HIV Prevention Counselor training
- Master's-level Public Health training from an accredited institution preferred(MSN, or MPH)
- Exceptional oral and written communication skills, with strong analytic and critical reasoning skills
- Excellent interpersonal and collaboration skills
- Strong organizational skills
- Proficiency in Microsoft Office and Software/Hardware

Interested candidates should submit a cover letter, a curriculum vitae or resume, copies of last 2 years Performance Evaluations, and copies of last 2 years attendance records by **March 31, 2014** to:

Division of HIV and STD Programs
Management Services – Administrative Liaison Section
600 South Commonwealth Avenue, 10th Floor
Los Angeles, California 90005
(213) 388-1214 Confidential Fax

For additional information or questions, please contact:

Monica Moreno, Manager
Administrative Liaison Section
(213) 351-8134

Candidates not currently employed by the County of Los Angeles or County employees seeking promotional opportunities must be on an eligible Certification List as described in the Los Angeles County Code.