



# WARREN COUNTY HEALTH DISTRICT

416 South East Street – Lebanon, Ohio 45036

Duane Stansbury, R.S., M.P.H.  
HEALTH COMMISSIONER

Scott R. Swope, D.O.  
MEDICAL DIRECTOR

## **TEMPORARY EMPLOYMENT OPPORTUNITY**

Posted 07-06-2020

This posting is for temporary position (s) to assist Warren County Health District with COVID 19 Response. The position is for up to six months but could end prior to that time period due to funding or needs of the department.

**POSITION:** Contact Tracer (s)

**AGENCY:** Warren County Health District

**DEPARTMENT:** Nursing Division

**LOCATION:** 416 S. East Street, Lebanon, Ohio

**HOURS:** Full-Time (40 Hrs/Wk) Some evening and weekend work may be required.

**PAY RANGE:** Pay Grade 2 (\$13.24 - \$16.56 hourly) Commensurate w/Experience

**POSTING PERIOD:** This notice is being posted for a period of time not less than seven (7) consecutive calendar days beginning 07-06-2020 and until position is filled.

### **MINIMUM QUALIFICATIONS:**

Must have a Bachelor's degree in Nursing, Public Health, Environmental Health, Epidemiology or related program; or equivalent combination of education, training and/or experience. Must also have valid driver's license and acceptable driving record.

### **Knowledge, Skills and Abilities:**

Knowledge methodologies in prevention and treatment of disease; infection control; medical terminology; office practices and procedures; basic computer skills. Knowledge of HIPAA law.

### **Job Responsibilities:**

Under direction of the Director of Nursing, assists Communicable Disease Team with contact tracing/identification of close contacts of probable cases of COVID-19. Assist in investigation and control of COVID-19 and related environmental public health problems. Maintain and input data into Ohio Disease Reporting System. Evaluates surveillance system, timelines and completeness of reports. Participates in Regional Epidemiology Response Teams. Provides routine client assessments and screening.

### **TO MAKE APPLICATION:**

Please send inquiries and/or resume to Tammy Cranmer, Warren County Health District, 416 South East Street, Lebanon, Ohio 45036 or e-mail resume to [tcranmer@wcchd.com](mailto:tcranmer@wcchd.com). Resumes will be accepted for a minimum of seven consecutive days from posting date and until position is filled.

THIS POSITION IS SUBJECT TO A POST-OFFER DRUG SCREEN  
AND BACKGROUND CHECK (BCI).

**E.O.E.**