



# COUNTY OF CUMBERLAND-HEALTH DEPARTMENT

## Internal & External JOB VACANCY ANNOUNCEMENT

DATE: June 10, 2010

<b>POSITION TITLE</b> - <u>AMENDED</u>	<b>TYPE APPOINTMENT</b>	<b>SALARY</b>	<b>GRADE</b>
<b>PRACTICAL NURSE II (Two Positions)</b>	<b>FULL TIME</b>	<b>\$38,986.00</b>	<b>62</b>
<b>DEPARTMENT/LOCATION</b>	<b>POSITION NUMBER</b>	<b>APPLICATION CLOSE DATE</b>	
<b>JAIL HEALTH (12/HR ROTATING SHIFTS – WEEKENDS &amp; HOLIDAYS-“special duty pay” additional \$100 per pay period )</b>	<b>PHD0413 and PHD0412</b>	<b>OPEN RECRUITMENT</b>	

**MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:** (Must be met by applicant for referral as a fully qualified or trainee applicant as indicated below. Failure to meet these requirements may result in your application not being considered and/or forwarded. Those meeting these minimums may or may not be forwarded and considered for interview based upon the size and qualification level of the applicant pool.)

Graduation from a State accredited program of practical nurse education and one year of practical nurse experience, which includes advanced or in-service training in the area to which assigned; or graduation from a State accredited program of practical nurse education including a pharmacology course, or completion of an approved pharmacology course upon graduation, which provides the knowledge, skills and abilities needed for the administration of medications required by the work setting; or an equivalent combination of education and experience.

**HOW TO APPLY: (Failure to follow these instructions may result in your application not being considered)**

Applications for this position can be obtained at the Cumberland County Department of Public Health’s 4<sup>th</sup> floor Human Resource Division located at 227 Fountainhead Lane, Fayetteville, NC; or to download an employment application, go to [www.co.cumberland.nc.us](http://www.co.cumberland.nc.us). North Carolina State Government application is acceptable in place of a Cumberland County Government application. Applications must be received in this office by 5:00 pm on the application closing date listed on this announcement. Resumes may be attached to applications; however, resumes **will not** be accepted in lieu of a completed application (form ccpd 1). **Applications for in-house vacancies may not be submitted through inter-office. Open recruitment positions may be closed at any time without notice.**

**CONDITIONS OF EMPLOYMENT:** (The selected applicant will be subject to the following conditions prior to or immediately after appointment. Failure to comply with or fulfill these conditions may result in dismissal.)

**Must have and maintain a valid practical nursing license for the state of North Carolina (a copy of license must be submitted with application).** Must have or obtain and maintain a valid North Carolina driver’s license with an acceptable driving record. Background check with law enforcement agency required. Selected applicant must submit to a drug-screening test and receive a negative result for the use of drugs specified in the county policy.

**GENERAL POSITION DESCRIPTION AND DUTIES:** (Typical for this position – may be changed or amended without notice.)

This is specialized practical nursing work in the care and treatment of clients, under nursing supervision. This work has been identified in inpatient and clinic settings. This work has been identified in inpatient and clinic settings in the Department of Human Resources, Department of Correction, University Infirmaries, and NC Memorial Hospital. In these environments, practical nurses perform Practical Nurse I duties and the following higher level duties under nursing supervision; assigned to care for the acutely ill of severe chronic patients who require comprehensive nursing care and extensive observation; delivers respiratory therapy treatments and care as suctioning, tracheostomy care, medications, client teaching; observes cardiac monitors, respirators, etc., and reports any changes; assists the physician with special procedures as thoracentesis and biopsies; gives medications (oral, IM), observes client for reactions, and records pertinent information; observes and discontinues (infiltrated) intravenous infusion as needed; and assists and observes subordinate employees in providing general patient care. In a local public health department, the practical nurse is assigned a significant amount of time in home visitation and/or outreach, School Health, and/or clinic administrative support duties to be at this level. All roles require varied community contacts and client teaching. In home visits, outreach, and School Health work, the employee may perform the following duties under nursing supervision: provides basic patient care, checks vital signs and medications, delivers routine physical exercises, changes and irrigates catheters, counsels with and instructs the client and family, visits for clinic and program follow-up, changes aseptic dressings, observes client’s condition and environment, and reports routinely to the supervising nurse on the care delivered and changes in a client’s condition. In a clinic setting, the practical nurse will have duties similar to the Practical Nurse I and in addition will perform routine laboratory work, take a lead role in preparing and coordinating the clinic, and educate and instruct clients and family, under a supervising nurse.

**KNOWLEDGE OF WORK PERFORMANCE INDICATORS:**

Considerable knowledge of practical nursing techniques and the routine care and treatment of all types of clients, and the ability to apply it to the area of work; considerable knowledge of sanitation, personal hygiene, basic health and safety practices applicable to the area of work; skill in preparing and administering medications, and general knowledge of proper dosage, effects and contraindications; and skill in the operation of general and specialized equipment used in the area of assignment and general knowledge of the equipment’s function. Ability to make astute observations of patient’s conditions and to report conditions and changes accurately; ability to remain calm and function efficiently in emergency and stressful situations; ability to understand, interpret, and relate oral and written instructions; ability to establish and maintain effective working relationships with patients and families, and other employees.

Current Vacancies are listed on the Cumberland County Website – [www.co.cumberland.nc.us](http://www.co.cumberland.nc.us)

**AN EQUAL OPPORTUNITY EMPLOYER.-CCPD FORM 102 (REV.7/2003)**