Washington State Department of Health

Health Services Consultant 2 (HSC2) Zoonotic/Vector-borne/COVID-19/Cross-cutting Program, Office of Communicable Disease Epidemiology

1 year full time project position, extension dependent on grant funding.

Salary range: $4,287.15-$5,629.05 monthly

The duty station for this position is Shoreline, WA. Teleworking is required for most work hours, but not all. Standard business hours are Monday through Friday, 8:00 am to 5:00 pm.

Apply by emailing hanna.oltean@doh.wa.gov with your interest and CV and by completing the DOH application here: https://www.governmentjobs.com/careers/washington/doh/jobs/2817717/covid-19-health-services-consultant-1-2-3-and-4-project-doh4991

First applicant review will occur on 9/10/20, position will be open until filled.

Description:

The Washington State Department of Health (DOH) Zoonotic, Vector-borne, and Cross-cutting Disease Program seeks to protect and improve the health of all Washingtonians using a One Health approach involving intra- and inter-agency collaborations for effective disease surveillance and response. Our cross-cutting approach offers big-picture capacity, including molecular epidemiology, data linkage, surge support, and field readiness.

This position will support our program in four main areas:

- Supporting program administrative activities, including conference and webinar planning
- Coordination of education and training materials
- Data management
- Medical record requests from healthcare providers in support of the COVID-19 pregnancy registry project

The successful candidate for this position will have some comfort with data management and data management tools, strong organizational skills, good communication skills, and ideally experience working with RedCap. This position offers experience in a broad array of public health practice topics and disease areas; the ideal candidate will have broad interest in public health practice and communicable disease.

Required Qualifications

- A Bachelor’s degree or higher in public health, health care administration, public administration or business administration or allied field, AND one (1) or more years of experience working in a health services program, public health, or similar setting
- OR
- Two (2) or more years of experience working in a health services program, public health or other similar setting.

Preferred/Desired Qualifications:

- Excellent verbal and written communication skills.
- Ability to work independently and manage multiple tasks.
- Demonstrated experience working effectively and cooperatively with others in a team environment.
- Demonstrated experience with data entry using REDCap.
- Intermediate level experience using MS Word and MS Excel.
- Ability to communicate effectively both orally and in writing.
- Ability to interact effectively with persons from diverse cultural, socioeconomic, educational and professional backgrounds and persons of all ages and lifestyle preferences.
- Ability to establish ties with community partners such as healthcare providers, voluntary agencies and local public health agencies.
- Two or more years working in a public health, communicable disease, or equivalent setting.

The Washington State Department of Health (DOH) is an equal opportunity employer. DOH strives to create a working environment that is inclusive and respectful. It is our policy to prohibit discrimination on the basis of race, sex, color, national origin, religion, sexual orientation, gender identity, age, veteran status, political affiliation, genetics, or disability in the recruitment, selection, and hiring of our workforce.