DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES

DIETITIAN

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: THE PUBLIC
Location: Connecticut Valley Hospital – Administrative & Support Services – Dietary – Middletown/Hartford, CT
Note that Connecticut Valley Hospital includes both the Middletown and Hartford campuses (including the Capitol Region Mental Health Center facility)

Job Posting No: CV-27455

Hours: 8:00 a.m. to 4:30 p.m. (Monday – Friday) – 40 hours per week
Annual Salary: $63,364.00 - $85,974
Closing Date: September 20, 2017

The Dietitian duties include but are not limited to: Performs nutrition assessment, diagnosis, intervention, monitoring and evaluation; evaluates nutritional, psychological and cultural needs of clients and plans dietary care accordingly; reviews medical history for conditions impacting dietary needs; develops and implements individualized nutritional care plans for assigned client cases; monitors and documents client diet and weight changes; plans regular, therapeutic and special diet menus for clients; orders and checks food items and kitchen supplies; supervises food preparation in residences and dietary department; consults on care and maintenance of kitchen supplies and dietary equipment; monitors food processes and sanitation procedures and recommends alterations as appropriate; provides nutrition and/or food service consultation and education to clients, staff and family members; records pertinent nutrition information in medical records; maintains diet manuals; ensures nutritional services comply with relevant federal and state standards; oversees service of meals in dining rooms, cafeterias, cottages or other units; trains food service and direct care staff in the purchase, preparation and service of food according to dietician principles and within a predetermined food budget; maintains records and prepares reports; performs related duties as required.

Minimum Knowledge, Skills and Abilities: Knowledge of relevant state and federal laws and regulations; knowledge of food values and dietetic principles; knowledge of human physiology; knowledge of principles and practices of food production and services; knowledge of Joint Commission regulations and standards; interpersonal skills; oral and written communication skills; ability to independently plan and coordinate the delivery of nutritional services; ability to utilize computer software.

General Experience: Registration as a Registered Dietitian (RD) through the Commission on Dietetic Registration and certification as a Dietitian (CD-N), issued by the Connecticut State Department of Public Health in accordance with Connecticut General Statutes Section 20-206n and 20-206r.

Special Requirement
1. Incumbents in this class must possess and retain registration as a Registered Dietitian (RD) through the Commission on Dietetic Registration.
2. Incumbents in this class must possess and retain certification as a Dietitian issued by the Connecticut State Department of Public Health in accordance with Connecticut General Statutes Section 20-206n and 20-206r.
3. Incumbents in this class may be required to possess and retain a valid Motor Vehicle Operator’s license.
4. Incumbents in this class may be required to travel

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules, if applicable.

To be considered for this position:
1. DMHAS employees who are lateral transfer candidates (example: Assistant Cook applying to an Assistant Cook posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed.
2. DMHAS employees who are applying for a promotion or demotion must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. All other Applicants must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

PLEASE SEND APPLICATIONS TO:
EMAIL: CVH-RECRUIT@CT.GOV ~ FAX: (860) 262-5055
Connecticut Valley Hospital
Office of Human Resources ~ ATTN: Recruitment
P.O. Box 351 ~ Middletown, CT 06457

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at www.ct.gov/dmhas/employmentopportunities

AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.
If you are requesting special accommodations under the provisions of the Americans with Disabilities Act (ADA) please contact Deb Robinson at 860-262-5819 or Deborah.A.Robinson@ct.gov