



Department of
ADMINISTRATIVE SERVICES
Job Postings



DEPARTMENT OF MENTAL HEALTH AND ADDICTION SERVICES

DIETITIAN

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

Open To: STATE EMPLOYEES and THE PUBLIC

Location: Connecticut Valley Hospital ~ Administrative & Support Services – Ambulatory Care Services ~
Middletown, CT

Job Posting No: CV~114096

Hours: 1st shift ~ Monday - Friday: 8:30 a.m. to 4:30 p.m. - 37.5 hours weekly

Salary: \$59,403.00 - \$80,600.00 **Closing Date:** July 12, 2016

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 caseload; 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 dietetic principles and within a predetermined food budget; maintains records and prepares reports; performs related duties as required.

Eligibility Requirement: 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 (RC) through the Commission on Dietetic Registration and 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.

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.

Application Instructions: Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

To be considered for this position:

1. **DMHAS employees who are lateral transfer, promotional/demotional candidates** 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).
2. **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.

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**

AN 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. P-1