

JOB POSTING

Southwest Connecticut Mental Health System Dietitian 2- SW101518

Location: Greater Bridgeport Community Mental Health Center, 1635 Central Ave, Bridgeport CT

Program/Unit: Hospital Services Division

Hourly Salary: \$27.78

Shift/Schedule/Hours: 1st shift, 8:30 a.m. to 4:00 p.m. Monday through Thursday, 28 hours per week

Posting Date: June 5, 2012

Closing Date: June 11, 2012 (or until filled)

Duties may include but not limited to: This position plans regular and special diet menus for the inpatient population; orders and checks food items and kitchen supplies; supervises food preparation in dietary department; supervises care and maintenance of kitchen supplies and dietary equipment; confers with patients and/or clients and staff on special diets; 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 and cafeteria; trains food service staff in preparation and service of food according to dietetic principles; maintains records, compiles data and prepares reports; develops or assists in the development of related policy incorporating current nutritional practices and professionally recognized standards; develops and/or implements effective ongoing programs to measure, assess and improve quality of nutritional services delivered to patients; collaborates with clinical instructors for educational programs; may be a member of standing committees; performs related duties as required.

General Experience: One (1) year of experience as a registered dietitian in a hospital, institution or school.

Special Requirement: Incumbents in this class must be registered in Connecticut as a professional dietitian (RD); must possess, retain and carry a valid Connecticut Drivers License. Travel in the community required.

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status or candidates who possess the general and special experience and training may apply.

Note: Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

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: DMHAS employees who are lateral transfer candidates (example: Mental Health Assistant 1 applying to a Mental Health Assistant 1 posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed. **DMHAS employees who are 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). **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:

Gabriela S. Flores, Human Resource Associate
Southwest Connecticut Mental Health System – Human Resources
97 Middle Street, Bridgeport CT 06604
Telephone: (203) 579-7377 Fax: (203) 579-6315
Email: SWCMHS.recruit@ct.gov

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

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities and persons with disabilities and in recovery are encouraged to apply.