

State of Connecticut
JOB POSTING

DEPARTMENT OF PUBLIC HEALTH
POSTING OF VACANCY

Public Health Services Manager

Health Care Quality & Safety – Facility Licensing & Investigations

POSTING DATE: November 26, 2012

CLOSING DATE: December 3, 2012

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

Open To: Candidates on a current certification list

POSITION CONTROL NUMBER: 103061, 103077PD NOTE: THIS NUMBER MUST BE INCLUDED ON YOUR APPLICATION

LOCATION: 410 Capitol Avenue, Hartford, CT

SHIFT/HOURS: 1st Shift/40 hours/week

SALARY GROUP/RANGE: MP 65/\$81,829* - \$104,954 (*NEW State Employees)

NOTE: Candidates must have applied for and passed the **Public Health Services Manager** exam and be on the current certification list promulgated by the Department of Administrative Services. State employees currently holding the above title or those who have previously attained permanent status in the class may apply for lateral transfer. **Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Preferred Skills:

Experience applying and interpreting laws and regulations to a regulated community;

Experience interpreting and administering state statutes, regulatory mandates, and enforcement processes;

Experience with Federal and State regulations for health care providers and health-related practitioners that ensure quality and safe care;

Experience with budget development, management, and processes.

MINIMUM QUALIFICATIONS REQUIRED

KNOWLEDGE, SKILL AND ABILITY:

Considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of and ability to apply relevant local, state and federal statutes and regulations; considerable knowledge of health care delivery systems, practitioners and/or providers; considerable knowledge of aims, objectives and operational environment of health providers; considerable interpersonal skills; considerable knowledge of principles and practices of public administration; considerable oral and written communication skills.

EXPERIENCE AND TRAINING

General Experience:

Nine (9) years of professional experience in a health organization.

Special Requirement:

Two (2) years of the General Experience must have been in a supervisory capacity with responsibility for the planning, development, and execution of a comprehensive health or health related program.

Substitution Allowed:

- 1.) College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one half (1/2) year of experience to a maximum of four (4) years for a Bachelor's degree.
- 2.) A Master's degree in public health, health education, health care administration, nursing, other health related fields, or public administration may be substituted for one (1) additional year of the General Experience.

PLEASE NOTE: This position will be filled in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Application Instructions: ANYONE WISHING TO APPLY FOR THIS POSITION MUST COMPLETE AND FORWARD THE APPROPRIATE "State of Connecticut Application Form for Examination and Employment" (Form CT-HR-12) (ORIGINAL AND ONE COPY OF ENTIRE APPLICATION PACKAGE), NO LATER THAN THE CLOSING DATE AT THE TOP OF THIS FORM, TO:

Department of Public Health
410 Capitol Avenue, MS #13PER
PO Box 340308
Hartford, CT 06134-0308
FAX: 860-509-7184 (if faxing, only one application is necessary)
EMAIL: dph.recruitment@ct.gov

Questions regarding this process should be directed to the Human Resources Office (Recruitment Hotline, 509-7223).

THE DEPARTMENT OF PUBLIC HEALTH AIMS TO PROVIDE EQUAL OPPORTUNITY IN ALL ASPECTS OF EMPLOYMENT AND ADVANCEMENT, FOSTERING AN ENVIRONMENT COMMITTED TO SUPPORTING INDIVIDUALS IN ALL PROTECTED CLASSES