

State of Connecticut
JOB POSTING

DEPARTMENT OF PUBLIC HEALTH
POSTING OF VACANCY

Public Health Services Manager
Operations – Emergency Medical Services

POSTING DATE: June 5, 2012

CLOSING DATE: June 12, 2012

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

OPEN TO: Candidates on a current examination list

POSITION CONTROL NUMBER: 100271YW **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

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 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 with developing, administering or regulating health programs or emergency medical services systems. Note: for the purposes of this posting, "Emergency medical services system" means a system which provides for the arrangement of personnel, facilities and equipment for the efficient, effective and coordinated delivery of health care services under emergency conditions;
- Experience with technical standards, local, state and federal laws, statutes, regulations and policies governing the delivery of pre-hospital care;
- Experience with all phases of the EMS and health care delivery systems and the inter-relations of the various components and/or groups;
- EMS Education and Training including program development, evaluation, quality assurance with performance improvement;
- Experience developing patient care data systems to capture and utilize as a means to drive performance and to assure the highest quality of patient care delivery;
- Experience with the provision of health care, preferably within a licensed or certified ambulance service or within the emergency medical services system;
- Educational background related to the health programs or emergency medical services systems including public health, health education, health care administration, other health related fields or public administration.

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.

Special Requirements: 1.) Incumbents in this class may be required to travel.

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: 860-509-7860 (if faxing, only one application is necessary)
EMAIL: dph.recruitment@ct.gov

* The closing date is for this posting. This may differ from the examination closing date for a competitive examination. Questions regarding this process should be directed to the Human Resources Office (Recruitment Hotline, 509-7223).