

STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH

PUBLIC HEALTH SECTION CHIEF
Community, Family Health & Prevention Section

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

Open To: The Public (Must meet the Minimum Qualifications listed below.)

POSITION CONTROL NUMBER 12793TS 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 68 - \$97,648* - \$133,153 (NEW State Employees)

CLOSING DATE: January 25, 2017*

NOTE: The exam for this position has been waived. In order to be considered for this vacancy candidates must possess the minimum qualifications listed below. You must specify your qualifications on your CT-HR-12 Application.

Preferred Skills:

- Experience overseeing operations of public health programs that are subjected to internal, state and federal financial and program compliance review.
- Experience managing and administering grants, contracts, or federal cooperative agreements.
- Experience communicating with a broad range of audiences and the media about public health systems and approaches, through speaking publicly, delivering presentations, and conducting meetings, webinars, and teleconferences.
- At least three years of experience supervising and managing staff who are responsible for major projects within the Department and who provide direct supervision to staff in lower job classifications.
- Experience reviewing epidemiologic and other programmatic reports that are to be released to the public

MINIMUM QUALIFICATIONS REQUIRED

Knowledge, Skill and Ability: Considerable knowledge of and ability to apply management principles and techniques; considerable knowledge of relevant state and federal laws, statutes and regulations; considerable knowledge of principles and practices of public health with emphasis on public health administration of programs; considerable interpersonal skills; considerable oral and written communication skills; considerable ability to interpret laws, regulations and statistical reporting data; ability to develop health policies.

EXPERIENCE AND TRAINING

General Experience: Three (3) years experience in a supervisory capacity in an organization with programmatic and/or regulatory responsibilities for promoting or protecting public health.

Note: For State employees this is at the level of Health Program Supervisor, Supervising Nurse Consultant, Child Care Licensing Supervisor Epidemiologist 4, Environmental Protection Supervising Environmental Analyst, Supervising Sanitary Engineer or Supervising Environmental Sanitarian.

Substitution Allowed: One (1) year as a Public Health Services Manager may be substituted for the General Experience.

Special Requirement: 1. Incumbents in this class may be required to periodically undergo tests or immunizations for communicable or infectious diseases. 2. Incumbents in this class may be required to undergo and successfully complete security background checks. 3. 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 SUBMIT A COMPLETE State of Connecticut Application Form for Employment [CT-HR-12](#). INCLUSION OF A RESUME IS OPTIONAL. THE ENTIRE APPLICATION PACKAGE MUST BE RECEIVED NO LATER THAN THE CLOSING DATE AT THE TOP OF THIS FORM AT:

FAX: 860-730-8386

EMAIL: dph.recruitment@ct.gov

If mail is necessary, please send to:

Department of Public Health

410 Capitol Avenue, MS #13PER

PO Box 340308

Hartford, CT 06134-0308

*** The closing date is for this posting. This may differ from the examination closing date for a competitive examination.**

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. IF YOU REQUIRE AID/ACCOMMODATION TO PARTICIPATE FULLY AND FAIRLY, PLEASE CONTACT THE HUMAN RESOURCES OFFICE AT 860-509-7177.