

Department of Veterans' Affairs
JOB OPPORTUNITY
Nurse's Aide

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

Open To: State Employees Only

Location: Rocky Hill Veterans Healthcare Facility, 287 West St., Rocky Hill, CT 06067

Job Posting No: 3185

Hours: 31 hours per week; 3rd shift, 10:45 p.m. to 7:00 p.m., Week One: Friday, Saturday, Sunday, Monday; Week Two: Friday, Monday, Tuesday, Wednesday.

Salary: HN 14, hourly range \$20.02 - \$27.14, plus appropriate differentials

Closing Date: April 7, 2014

EXAMPLES OF DUTIES:

Assists doctors and nurses in general care and well being of patients; positions, transfers, moves and lifts patients; may feed, bathe and massage clients as well as respond to their general needs; takes and records temperatures, pulses and respirations; observes patients and reports unusual symptoms and/or behavior; ensures that restraints are correctly applied; tests urine samples for sugar; collects specimens; keeps beds, bedpans and related equipment clean; maintains unit environment for safety of patient; transports patients, specimens and other related patient items; may apply or remove braces; may process billing and/or insurance information; may act as triage and/or receptionist for incoming patients and telephone calls; may schedule patient appointments; prepares reports and correspondence including necessary forms and/or requisitions, dietary orders, death paperwork and assembly of charts; may order supplies; performs related duties as required.

**MINIMUM QUALIFICATIONS REQUIRED
KNOWLEDGE, SKILL AND ABILITY:**

Considerable interpersonal skills; ability to work with basic principles of nursing including infection control practices; ability to deal with physically and chronically ill; ability to learn safety and fire procedures.

EXPERIENCE AND TRAINING:

General Experience:

Certification as a Nurse's Aide.

Substitutions Allowed:

One (1) year of experience in patient care in a hospital or nursing home.

Note:

The above substitution will not apply to certain positions at the University of Connecticut Health Center - certification as a Nurse's Aide will be required for those positions.

WORKING CONDITIONS:

Incumbents in this class may be required to lift patients and perform other physically tiring work, have some exposure to communicable and/or infectious diseases and strongly disagreeable conditions and to risk of injury from assaultive patients.

State employees currently holding the above title or those who have previously attained permanent status may apply for lateral transfer.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion and merit employment rules.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, a completed state application for employment CT-HR-12 and a copy of your two most recent performance appraisals to:

Department of Veterans' Affairs
Human Resources
287 West St.
Rocky Hill, CT 06067

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.