

# DeKalb County Board of Health

## Public Health Technician 2

Position # 10234

(Salary is offered based on Education, Experience and/or Budget)

**POSTED:** October 22, 2021

**DEADLINE TO APPLY:**

Continuous

**LOCATION:** Clifton Springs Health Center - CHAPS

**ORGANIZATION SUMMARY:** DeKalb County Board of Health works to protect, promote and improve the health of those who live, work and play in DeKalb County. We are committed to our mission through service quality, diversity, innovation, a professional workforce and leadership. Our vision is to be the leader in creating a healthier DeKalb through information, education, empowerment, partnerships, policies and planning, quality and excellence. We invite you to come and be a part of our team. For more information about our agency please visit <https://www.dekalbhealth.net>.

**WHAT WE OFFER:** A generous benefits package, which includes employee retirement plan; 12 paid holidays annually; vacation and sick leave; health, dental, vision, legal, disability, accidental death and dismemberment, health and child care spending account.

**DUTIES:** Under general supervision, provides basic patient care, takes vital signs, height and weight measurements. Prepares clients for procedures and examinations. Performs laboratory test, performs front and back office procedures, and maintains departmental files. Also, performs hearing and vision screenings for children.

**MINIMUM QUALIFICATIONS:** High school diploma or GED **AND** Six months of experience in a related field.

**PREFERRED QUALIFICATIONS:** In addition to the minimum qualifications, preference will be given to applicants who are knowledgeable in front office support to include but not limited to registration/intake procedures. Bilingual is also a plus.

**NOTE:** Employment with the DeKalb County Board of Health is not complete or official until applicants meet all pre-employment requirements. If this position requires a college degree and you are selected for an interview, you will be required to submit official transcripts to the Human Resources Department prior to any official offer of employment.

*Not Every Applicant Will Receive an Interview and Only Those Selected for an Interview Will Be Notified*

Fingerprint Criminal Records Investigation Is Required



**ALL APPLICANTS MUST APPLY FOR THIS POSITION AT:**

[www.dph.georgia.gov](http://www.dph.georgia.gov)

(Must complete application)

**AN EQUAL OPPORTUNITY EMPLOYER**

If you require accommodations under the American Disability Act (ADA), email request by the closing date of this announcement to:

[Michelle.Raines@dph.ga.gov](mailto:Michelle.Raines@dph.ga.gov)