



***JOB ANNOUNCEMENT***  
***Infectious Disease Supervisor***  
**PS: Epidemiologist Spv – HCP183**  
Clayton County Health District 3-3  
Clayton County, GA

**Minimum Hire in Salary:** \$61,000.00

*Salary offered will be determined by experience and department budget*

Supervises, guides, and/or instructs the work assignments of subordinate staff. Supervises epidemiologic investigations, surveillance, and interventions with significant impact on public health and the agency's resources. Supervises the collection, analysis, and interpretation of complex statistical data and the preparation of epidemiologic reports. Will oversee the Epi/ Communicable Disease Specialist (CDS) team, HIV Prevention team, and Ryan White clinic staff

**Job Responsibilities:**

- Supervises and plans work of assigned staff
- Collects, analyzed, and interprets statistical data and prepares reports.
- Provides training, training assistance, and consultative services regarding epidemiology and the control of diseases.
- Serves as a point of contact for various personnel regarding moderately complex epidemiologic issues.
- Develops policies and procedures for new and existing disease control programs.
- Designs and leads, from conception to completion, long-term epidemiologic projects with significant impact on public health and the agency's resources.
- Manage the Ryan White clinic staff as well as the CDS and HIV Prevention team.
- Oversees the COVID-19 response to include contact tracing, case investigation and data processing.
- Oversees epidemiologic programs for the control of communicable and/or chronic diseases.
- Functions as principal investigator for investigations of diseases and oversees formal case control and cohort studies of complex health issues.

**Minimum Qualifications:**

Doctorate degree in public health, Epidemiology, biostatistics or a closely related field from an accredited college or university AND Two years of experience performing epidemiologic work or work in a closely related field OR Master's degree in public health or a loosely related field from an accredited college or university AND Five years of experience performing epidemiologic work or work in a closely related field OR Bachelor's degree from an accredited college or university AND Six years of experience performing epidemiologic work or work in a closely related field OR One year of experience at the lower level Epidemiologist 3 (HCP182) or position equivalent.

**Preferred Qualifications/Skills:**

- Competent with computer and application skills, including Microsoft Word, Excel, Outlook, and PowerPoint.
- Ability to collect, manage, and analyze data using Microsoft Excel and SAS
- At least 3-5 years of administration, management and/or supervisory experience in public health, medical, or health administration field.
- Excellent organizational and communication skills Demonstrated ability to manage public health projects
- Ability to work independently and as part of the team comprised of individuals across different agencies, disciplines, and locations.
- Ability to work with diverse professionals and to train and educate healthcare providers.
- Ability to document and keep track of extensive detail from site visits and provide written accounts and progress summaries.
- Exceptional interpersonal skills and abilities.

## **Benefits for Full Time Eligible Employees**

- 13 Paid Holidays
- Generous Leave Package
- Employees Retirement System
- Health Insurance
- Dental Insurance
- Vision Insurance
- Southern Federal Credit Union
- Health Care Spending Account
- Dependent Care Spending Account
- Life Insurance
- AD&D Insurance
- Disability Insurance
- Legal Insurance
- Long-Term Care Insurance
- Specified Illness
- Deferred Compensation (401K & 457 Plans)

*For more information on the State of Georgia Benefits visit - <http://team.georgia.gov/>*

## **Additional Perks**

- A supportive and rewarding work environment
- Physical Activity Breaks
- Worksite Wellness Program
- Employee Assistance Program

*To learn more about Clayton County Health District visit <https://www.claytoncountypublichealth.org/>*

**Deadline for Applications: (02/17/2022)**

**Send State of GA Application to: Clayton County Health District  
Human Resources  
1117 Battlecreek Road  
Jonesboro, GA 30236**

*Due to the volume of applications received, we are unable to provide information on application status by phone or email. All qualified applicants will be considered but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification. This position is subject to close at any time once a satisfactory applicant pool has been identified.*

### **\*CCHD is an Equal Opportunity Employer\***

The State will not unlawfully consider an applicant's race, color, national origin, religion, age, disability, sex, genetic information, political affiliation, protected uniformed service, or other legally protected category when making selections.

**Applicants chosen for employment will be subject to the following**  
**Criminal Background Check/Fingerprinting**  
**Pre-employment Drug Screening**  
**Reference Checks & Immunizations Require**

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