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Public Health
Prevent. Promote. Protect.

Public Health Preparedness Coordinator

The Knox County Health Department is seeking an individual to coordinate the emergency preparedness activities of our agency to ensure agency response to community public health disasters. This position requires the ability to collaborate with local/regional planners to develop, assess, integrate and test response plans, procedures, protocols, and guidelines; evaluate current plans through drills and facilitate necessary exercises and training. The individual will serve as the health district liaison between regional/local response agencies. Responsibilities also include grant compliance, creating & updating all preparedness plans and reports and the collection of data to assure program quality and compliance through necessary evaluations and audits.

Requirements of this position are: baccalaureate degree in public health, emergency management, law enforcement or another related field. Five years of professional experience in emergency management, public health, law enforcement, infectious disease control or related field is preferred.

This position is Regular, full-time 40 hours per week, usually in 8 hour shifts, subject to a rotating, or flexible, shift schedule; may work additional hours, evenings, and/or weekends as required.

Benefits include paid holidays, vacation, sick time, personal leave, and retirement; health, dental, and vision insurance available. Interested applicants should submit their resume and application for employment to Human Resources, Knox County Health Department, 11660 Upper Gilchrist Road, Mount Vernon, OH or email to resume@knoxhealth.com. Position open until filled.

The Knox County Health Department is an Equal Opportunity Employer Provider.

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