

PUBLIC HEALTH EPIDEMIOLOGIST

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for investigating the occurrence of disease, injury or other health-related conditions or events in populations to describe the distribution of disease or risk factors for disease occurrence for the purpose of population-based prevention and control. Independence and initiative are exercised by the employee in this class, within the guidelines of the policies and procedures established by the Public Health Agency and the New York State Department of Health. Supervision is exercised over professional and support staff working with communicable and chronic disease prevention programs. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Investigates and/or supervises reports of communicable disease cases. Responsible for the completion of all required written and electronic reporting. Prepares communicable disease reports and biostatistics for quarterly and annual reports. May attend relevant training on emerging issues and concerns. Develops and implements work plans related to communicable or chronic disease prevention and control. Knowledge of links between environmental factors and non-communicable diseases in prevention planning. Provide education to staff, clients, other professionals and the community. Plan and implement public health preparedness activities. Collaborate with Medical Director and participate in advisory board meetings. Develops policies based program decisions. Skills to collect and analyze information and develop appropriate interventions.

FULL PERFORMANCE KNOWLEDGE, SKILL, ABILITIES AND PERSONAL CHARACTERISTICS

Good knowledge of population based disease prevention and control. Good knowledge of the principals and practices of the agency and public health program administration. Good knowledge of current public health issues, problems and concerns within the community. Good computer and internet skills. Knowledge of the principles and techniques of supervision. Ability to evaluate efficiency and effectiveness of programs and document same. Ability to organize, analyze and evaluate communicable disease and public health data and implement appropriate interventions. Ability to identify complex problems and review related information to develop and evaluate options and implement solutions. Must have excellent oral and written communication skills. Ability to work effectively with individuals, families and professionals. Ability to plan and supervise the work of others; Tact and courtesy; Superior judgment; Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS

A. Masters Degree in Pubic Health from a regionally accredited or NY State-registered college or university with a concentration in epidemiology, biostatistics or other health science

B. Graduation from a regionally accredited or New York State registered four year college or university with a Bachelor's degree AND two years of full time experience conducting data collection, analysis and reporting in support of surveillance and epidemiologic investigations.

Eligibility for appropriate New York State Driver's license at time of application. Valid NYS Drivers license at time of appointment and maintained during employment.

Approved 1/13/09

Revised 3/2/09