

CAMERON COUNTY



EMPLOYMENT OPPORTUNITY PLEASE POST CIVIL SERVICE

DATE: January 13, 2012

DEADLINE: Until filled

- POSITION:** IMMUNIZATION OUTREACH SPECIALIST
- JOB LOCATION:** Cameron County Department of Health & Human Services
(Clinical Services Program Administrative Office)
- SALARY:** \$ 20,000.00 Annually
- QUALIFICATIONS:** Graduate from an accredited school of Medical Assistant with current certification with two (2) years experience in public health field or clinical setting OR high school graduation or equivalent plus four (4) years experience in public health field or clinical setting. Knowledge of public health laws and regulations, history of common infectious diseases, and computer program software (MS Word Excel, Power Point, and internet). Good communication skills in English and Spanish verbally and in writing. Maintain current Texas Driver's License and an acceptable driving record. Employees of Cameron County may be required to work during any natural disaster or emergency.
- DESCRIPTION OF DUTIES:** Under the supervision of Immunization Outreach Coordinator or designee, the immunization Outreach Specialist performs moderately complex identification, outreach education, data entry and follow-up for the Cameron County Department of Health and Human Services DHHS Immunization Program in promoting the importance of immunizations and practices to improve the immunization rates in Cameron County. Performs other duties as assigned. This position is subject to a six months probation period prior to Civil Service eligibility. Must submit to a Civil Service clerical exam.
- BENEFITS:** Cameron County Offers Excellent Fringe Benefits, Including: Health and Life Insurance Protection, Sick and Annual Leave, Retirement System and Paid Holidays.
- HOW TO APPLY:** Cameron County
Human Resources/Civil Service/Safety Risk Dept.
1100 Monroe St. Suite 118
Brownsville, TX 78520

AA/EEO/MFD EMPLOYER