

**HAMILTON COUNTY PERSONNEL/CIVIL SERVICE  
ANNOUNCES AN IMMEDIATE OPENING FOR:**

**DIRECTOR OF PATIENT SERVICES**

Hamilton County is seeking a dynamic, self-motivated individual to serve as Director of Patient Services for the office located in Indian Lake, NY. Salary is commensurate with education and experience. This is a full-time position with an excellent benefits package.

The incumbent in this position is responsible for planning, organizing and supervising patient care services provided through the certified home health agency and public health services in the County Health Department. The incumbent is responsible for the promotion of community health and health maintenance by ensuring safe, effective and efficient patient home health care and clinic services. The work is performed under the supervision of the Public Health Director with wide leeway allowed for the use of independent judgment in carrying out work activities

**Candidate chosen for the position will be given a provisional appointment, must take a civil service examination, and be in the top three scores to retain position.**

**Minimum Qualifications: (Either)**

**A)** Graduation from a regionally accredited or New York State registered college, university or one accredited by the New York Board of Regents to grant degrees with a Master's degree in public health, business administration, nursing or closely related field; or

**B)** Two (2) years of experience as a Supervising Public Health Nurse.

**Special Requirement:**

**1)** Licensure and current registration as a registered nurse in New York State.

**2)** Possession of a valid New York State driver's license appropriate to the vehicles operated or otherwise demonstrate their ability to meet the transportation needs of the job.

**NOTE: The minimum qualifications for this position are mandated under Section 700.2 of the New York State Health Rules and Regulations.**

**Proof of minimum qualifications are required at time of application.**

Please send resume including three (3) Letters of Professional Reference.

For more information, please contact:  
Kimberly Byrne, Hamilton County Personnel  
PO Box 174, Court House  
Lake Pleasant, NY 12108  
(518) 548-6375

**APPLICATIONS ACCEPTED UNTIL POSITION FILLED**

