

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

**PUBLIC HEALTH EMERGENCY PREPAREDNESS AND HEALTH (PHEPH) COORDINATOR**

Hamilton County Public Health is now accepting applications for a Public Health Emergency Preparedness and Health Coordinator 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.

This position is important work involving, in coordination with the County's Office of Emergency Management Services, investigation of and response to natural and manmade disasters, industrial accidents, epidemics, acts of war, or terrorism threats. The incumbent works with the regional coordinator to ensure appropriate and adequate response to public health emergencies. PHEPH Coordinator is responsible for the development and maintenance of the Public Health Emergency Preparedness Plan as well as various other programs as necessary. The incumbent assesses public health emergency preparedness educational needs, and plans, develops, and implements education/training programs. The PHEPH Coordinator has frequent interaction with Emergency Management Services Personnel, the hospital, medical providers, law enforcement, fire personnel, pharmacists, veterinarians, coroners, schools and community based organizations. Coordination with other program directors is essential.

**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 or university with a Bachelor's degree or greater; **OR**

**B)** Graduation from a regionally accredited or New York State registered college or university with an Associate's degree and two (2) years of work experience in emergency services or health care; **OR**

**C)** An equivalent combination of education and experience as contained within the parameters of A) or B) above.

**Special Requirement:**

Possession of a valid New York State driver's license required at time of appointment.

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

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**