



Public Health
Prevent. Promote. Protect.

VICTORIA COUNTY

PUBLIC HEALTH DEPARTMENT

2805 N. Navarro, Victoria, TX 77901

Position: Public Health Nurse – TB - LVN

2023

Full-time Position

Salary: \$ 19.32 - \$22.40

**Essential
Non-Exempt**

Open until filled

SUMMARY

The person filling this professional position collaborates effectively with Victoria County Public Health Department (VCPHD) team members; coordinates services between and among outside agencies; and provides quality public health nursing services to meet the needs of the citizens of Victoria County. This professional also has frequent contact with personnel, state and county agencies, physicians, drug companies and vendors, medical centers and hospitals, and other stakeholders, including children and adults in the general population.

ESSENTIAL DUTIES AND RESPONSIBILITIES

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Performs tuberculosis case managements duties.
- Engages in primary prevention and health promotion activities.
- Manage adult and pediatric health screening, immunizations, tuberculosis, and sexually transmitted disease control activities.
- Prepares correspondence and reports.
- Performs lab tests.
- Responds to the needs of the public and provides referrals to appropriate healthcare provider and agencies.
- Provides patient care and consultations when necessary.
- Travels to various locations, whether solo or in groups, on a regular basis to assist with or participate in clinics and other public health activities.
- Performs “on-call” duty (i.e. monitors temperature of vaccines, hurricanes, and communicable disease epidemic).

- Performs data entry into EMR and various applications.
- Exercises prudent nursing judgement to ensure the standards of nursing practice are implemented at all times.
- Performs such other related duties as may be assigned by the Nurse Manager.
- Complete the TB Nurse Case Management training in San Antonio, Texas.

SUPERVISORY RESPONSIBILITIES

- None.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each of the above essential duties satisfactorily. The requirements listed below are representative of the education and/or experience, knowledge, skill, and/or abilities necessary to perform this job.

EDUCATION AND/OR EXPERIENCE

- Licensed Vocational Nurse.
- Minimum of two years of clinical experience as Nurse.
- Bilingual: Spanish a plus.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- **Knowledge:** Public health nursing practice standards and Quad Council Core Competencies, professional nursing practice, Texas Nursing Practice Act and a general understanding of local government composition and the political process.
- **Necessary Skills and Abilities:** Interpreting policies and procedures; professional letter writing, memos and reports; communicating effectively, both orally and in writing; assessing and analyzing situations and making sound decisions; working effectively and efficiently under stressful situations; establishing and maintaining effective working relationships with co-workers and other agencies and the public, operating computers, including standard word processing and spreadsheet software.

CERTIFICATES, LICENSES, REGISTRATIONS

- Current, unrestricted license as a Licensed Vocational Nurse (LVN) by the Texas Board of Nurse Examiners.
- Current Texas driver's license.

- Current Basic Life Support Certification.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Sit at a desk, talk, and/or hear over 2/3 of the time.
- Stand, walk, reach with hands and arms, climb or balance, stoop, kneel, crouch, crawl, taste and/or smell under 1/3 of the time.
- Up to 25 pounds lifting under 1/3 of the time.
- Over 25 pounds lifting none of the time.

WORK ENVIRONMENT

The work environment characteristics described below are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Exposure to wet or humid conditions, work near moving mechanical parts, work in high or precarious areas, fumes or airborne particles, toxic or caustic chemicals, outdoor weather conditions, extreme cold (non-weather), extreme heat (non-weather), risk of electric shock, work with explosives, risk of radiation, and/or vibration occurs none of the time.
- Exposure to moderate noise levels.
- Some of the duties involve sitting at a desk in a climate controlled environment.
- Employee will drive a vehicle provided by Victoria County for work duties only.
- Employee will experience multiple encounters with the general public, with employees, and with supervisors throughout the day.

Apply to Human Resources, Victoria County Courthouse. EEOE. No phone calls please. Applications are required. Employment Applications can be found online under the employment jobs link or <https://www.vctx.org/page/employment>.

Victoria County Human Resources
115 N. Bridge St., Room 127
Victoria, TX 77901