



ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Family and Community Services
CIVIL SERVICE TITLE: Medical Worker
CLASSIFICATION TYPE: Competitive (Provisional)
SALARY (GRADE): \$44,913 (24W) Plus Excellent Benefits
APPLICATION DEADLINE: April 30, 2024
APPLY ONLINE*: <https://oneida-portal.mycivilservice.com/post/jobopps>



DISTINGUISHING FEATURES OF THE CLASS: The incumbent in this position, under supervision, carries out the routine details involved in the authorization of all forms of medical care, including the recording of information. An incumbent in this position will also act as liaison between the medical unit and the social service and accounting divisions in the routine transmittal of information and forms. Work may involve direct contact with practicing physicians and allied professional personnel. Work is performed under direct supervision of a higher-level supervisor. Supervision is not normally a responsibility of this class. The incumbent performs related work as required.

MINIMUM QUALIFICATIONS: Candidates must meet the minimum qualifications at time of application. Either:

- (A) Graduation from an accredited school of nursing **AND** possession of a current, valid New York State licensure as a Registered Professional Nurse **AND** two (2) years of nursing experience in a medical institution or in the office of a practicing physician; **OR**
- (B) Graduation from an accredited school of nursing **AND** possession of a current, valid New York State licensure as a Licensed Practical Nurse **AND** four (4) years of nursing experience in a medical institution or in the office of a practicing physician.

NOTES:

1. Candidates **MUST** submit with application a copy of transcripts with degree area and date degree conferred.
2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.
3. Verifiable part-time experience will be pro-rated toward meeting full-time experience requirements.

****Oneida County is an equal opportunity employer****

*If you do not have internet access, paper applications can be picked up in the Personnel Department on the 6th Floor of the Oneida County Office Building. You may also request a paper application to be mailed by calling 315-798-5726.

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