

JOB ANNOUNCEMENT

WIC Lab Tech 2

(unclassified position)

Posted: February 8, 2019

Deadline/Closing: February 21, 2019

Location: Lawrenceville Health Center

Salary: \$25,000.08

Paygrade: E

Position Number: 00013155

Position open to: All qualified applicants



Job Summary:

Excellent customer service skills. Experience in completing height and weight measurements on women, infants and children. Skills in collecting capillary blood samples for hemoglobin testing. Applicant must be dependable, organized, and flexible with immediate changes to clinic operations. Interested in providing services to a variety of families with a variety of needs. Responsible for assigning charts to providers and delivering patients records to provider offices in a timely manner. May assist with other routine clerical functions in order to process patients for WIC services. Works well as a team and independently.

Minimum Qualifications:

High school diploma or GED and one year of experience in a laboratory setting or related area OR One year of experience required at the lower level Laboratory Tech 1(LST030) or position equivalent.

Preferred Qualifications:

Public Health/WIC experience. Bilingual – any language (Spanish preferred).

We Offer:

12 paid holidays, 3 weeks each of annual and sick leave per year. A defined benefit retirement plan, life insurance and payroll deductible Health and Flexible Benefits (Dental, Vision, Legal, Long Term Care, Dependent Life, AD&D, Short and Long Term Disability). Medical and Child care spending accounts can be established in addition to deferred compensation options.

Instructions to Apply:

EMAIL, FAX or MAIL a completed application* to:

Melanie O'Steen - HR

Gwinnett, Newton, & Rockdale County Health Departments

PO BOX 897

Lawrenceville, GA 30046

Fax # 770-277-2089

melanie.osteen@gnrhealth.com

At Gwinnett, Newton, & Rockdale County Health Departments, we work to protect and improve the health of those who work, live, and play in our community. Our most valuable resource is, by far, the dedicated and highly trained employees who enjoy and appreciate the opportunity they have to serve our community.

Applications may be downloaded at
www.gnrhealth.com

* We do not accept resumes without a fully completed Application for Employment. Required education credentials, license, certification and/or registration must be submitted prior to employment. Due to the volume of applications/resumes, we are unable to provide information regarding status over the telephone. No notification will be sent except to those applicants selected for interviews.

APPLICATIONS MUST BE SUBMITTED NO LATER THAN 5:00 PM ON THE DAY OF DEADLINE

An Equal Opportunity Employer

Under Title I of the ADA, we do not discriminate on the basis of disability in our employment practices.

Applicants selected for employment will be subject to the following:

Pre-employment Drug & Medical Screening | Fingerprint Criminal Record Investigation | Reference Checks