JOB ANNOUNCEMENT

Emergency Preparedness Specialist

Emergency Management Specialist 3
(unclassified position)

Posted: July 14th, 2021
Deadline/Closing: Open Until Filled
Location: Emergency Preparedness-District Office
Salary: $47,101.01
Paygrade: J
Position Number: 00177281
Position open to: All qualified applicants

Job Summary: This job is the primary planning arm of the Gwinnett, Newton, and Rockdale County Health Department’s Emergency Preparedness Program, with the primary goal being to appropriately plan for successful emergency responses to protect the health of our community’s citizens. Participates in local, regional, and statewide planning for response to a variety of emergencies and disasters. Takes the lead role in editing, revising, and writing local health department emergency plans and annexes; become adept at CPG 101 guidance for plan writing. Writes and maintains local Hazard Vulnerability Analysis. Assists other emergency preparedness staff with training and exercises both internally and externally with healthcare partners, first responders, and emergency management agencies.

Minimum Qualifications: Bachelor's degree in public health, emergency management, or a closely related field from an accredited college or university AND Three years of experience OR Two years of experience required at the lower level Emergency Mgt Spec 2 (PSP071) or position equivalent.

3 Year Motor Vehicle Report and Copy of Official College Transcript must be submitted with application.

Preferred Qualifications: Outstanding organizational and planning skills, good strategic planning skills, GA Certified Emergency Manager, working knowledge of NIMS and the Incident Command System, experience in specific emergency response incidents.

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:

Katie Bowles - HR
Gwinnett, Newton, & Rockdale County Health Departments
PO BOX 897
Lawrenceville, GA 30046
Fax # 770-277-2089
katie.bowles@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 I Fingerprint Criminal Record Investigation I Reference Checks