

# JOB ANNOUNCEMENT

## COVID Vaccine/SPOC Operations RN

Professional Healthcare Worker

(unclassified position)

**Posted:** November 8<sup>th</sup>, 2021

**Deadline/Closing:** Open until filled

**Location:** Gwinnett, Newton & Rockdale Counties

**Salary:** \$40/hr – Hourly Full time

**Paygrade:** TPW

**Position open to:** All qualified applicants



### Job Summary:

Under broad supervision, provides professional nursing care in accordance with nurse protocols, policies and/or procedures. May serve as a charge nurse to oversee infection control, patient process and flow, and point of dispensing operations. Duties may include providing public health nursing services to individuals, performing collection of specimens, processing COVID tests, COVID-19 vaccine administration, and patient education. Administration sites may include mass vaccination site, Health Department clinics, mobile clinics, community facilities, and patient's homes. Must be prepared to handle minor emergencies related to allergies, anaphylaxis, and respiratory difficulty. May oversee LPNs. Additional duties as needed.

### Job Requirements:

These positions are requiring OPEN availability Monday through Friday 8-6pm & MUST have the ability to work 40 hours per week. Employees MUST have the ability to be on your feet for 8+ hours. Employees in these roles MUST be able to work in any or all of the following operational locations:

Gwinnett Place Mall Mass Vaccine Site  
Mobile Clinics throughout Gwinnett, Newton & Rockdale Counties  
Lawrenceville Health Center  
Rockdale Health Center  
Norcross Health Center  
Newton Health Center

### Minimum Qualifications:

Licensed RN with active an unencumbered GA license  
CPR certification  
Two years of RN experience  
Supervisory and management experience

### Preferred Qualifications:

Experience managing multidisciplinary clinical team  
Experienced with vaccine administration  
Bilingual

## 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](mailto: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](http://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