



## Public Health Nurse (LPN) - Community Health Center

Knox Public Health is seeking a Licensed Practical Nurse for a Public Health Nursing position in the Community Health Center. The responsibilities of this position will include but not be limited to:

### ESSENTIAL FUNCTIONS:

- Comprehensively assess clients in medical clinic and community
- Assist MDs and CNPs with clinic procedures
- Completes ordered testing as necessary
- Schedules ordered follow-up exams
- Completes all necessary paperwork
- Obtains prior authorizations when needed
- Performs DNA testing, pregnancy testing, and various screenings as needed
- Performs nursing procedures (i.e. blood draws, basic wound care, etc.) per physician's orders
- Assist when needed to:
  - Administer immunizations, both children and adult, in the Community Health Services Clinic and at satellite clinics throughout community, as scheduled
  - Keeps up to date on required immunizations and their schedules

### REQUIREMENTS:

- Currently licensed nurse in the State of Ohio
- Associate degree in nursing with a minimum of 2 years' experience is preferred
- Applicant must have excellent verbal and written communication skills
- Must be proficient in Microsoft Office, (i.e. Word, Excel) & Google docs
- Excellent computer skills
- Individual needs to possess ability to work autonomously and work with a variety of community partners.

This position is full-time (40 hours) with normal hours M-F 8:00 a.m. – 4:30 p.m. (Hours may vary) and include occasional evenings and weekends. Benefits include paid holidays, vacation, sick time, personal leave, and retirement; health, dental, and vision insurance available. If you enjoy working in a fast-paced environment while keeping the standards of output efficient and on task, submit your **resume and application** to Human Resources, 11660 Upper Gilchrist Road, Mount Vernon, OH 43050 or email to [resume@knoxhealth.com](mailto:resume@knoxhealth.com). Application can be found at [www.knoxhealth.com](http://www.knoxhealth.com).

*Knox Public Health is an Equal Opportunity Employer Provider.*

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Knox Public Health regularly accepts resumes which are kept on file for one year from the date received.