

Warren County Human Resources  
602 West Ridgeway St  
P.O. Box 619  
Warrenton, NC 27589



Monday - Friday 8:30am to 5:00pm  
Telephone: (252) 257- 3574  
Facsimile: (252) 257-5971

## EMPLOYMENT OPPORTUNITY

### WARREN COUNTY

### HEALTH DEPARTMENT

**A non-refundable signing bonus in the amount of \$5,000 will be paid in the selected applicant's paycheck 6 months following employment and execution of the Employment Signing and Retention Bonus Agreement.**

**A retention bonus in the amount of \$5,000 will be paid in the selected applicant's next paycheck following the completion of 12 full months of employment in the same position with the County following the date of payment of the signing bonus.**

**To be eligible for a sign-on bonus, the candidate must not have worked as a probationary, permanent, or time-limited employee in the last 12 months as an employee subject to the State Human Resources Act or Warren County's Personnel Manual.**

**POSITION:** Public Health Nurse Supervisor I\*/Home Health

**DUTIES:** Serves as agency Clinical Manager; participates in establishing, reviewing & revising public health nursing programs, policies & guidelines; coordinates work of other divisions; recommends program changes to higher level supervisor; provides input regarding program resources & long range planning; schedules daily assignments in order to assure adequate staff coverage; serves as liaison for physicians, other staff units & health agencies; ensures availability of proper/adequate supplies, equipment & personnel; evaluates work of subordinates; counsels & trains staff; participates in department clinics & special projects; determines/recommends budgetary needs; coordinates patient care & referrals to Home Health; performs quality assurance & billing audits; performs related duties as required.

**EDUCATION/EXPERIENCE:** Licensed to practice as a Registered Nurse in the State of North Carolina and 2 years of nursing experience.

**SPECIAL REQUIREMENTS:** Valid driver's license; current license as a Registered Nurse issued by the North Carolina Board of Nursing; must meet & maintain minimum education & experience requirements as determined by the state of North Carolina.

**SALARY:** \$52,153 - \$80,837 annually

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North Carolina State applications will be accepted **Until Filled** at the Division of Workforce Solutions (formerly the Employment Security Commission), 309 N. Main Street, Room 123, Warrenton, North Carolina 27589 or at the Warren County Human Resources Department, 602 W. Ridgeway Street, Warrenton, NC 27589. Applications are available at [www.warrencountync.com](http://www.warrencountync.com).

*Warren County is a drug free workplace. Positions designated (\*) as Safety Sensitive require pre-employment drug testing. In compliance with the Immigration Reform and Control Act of 1986, Warren County will employ only those individuals who are U.S. citizens or legal aliens authorized to maintain employment in the United States.*

**Warren County is an Equal Opportunity Employer**

**TDD 1-800-735-2962**