

Why Work Here? Be Valued!

As a public service agency, we know our greatest assets are the people behind the service. We recognize the value of our employees through competitive pay and an amazing benefit package for staff and their family. Franklin County Public Health is proud to be an equal opportunity employer committed to hiring a diverse and inclusive workforce.

The FCPH value statement says it all: **We serve our communities, our organization, and each other with Integrity, Accountability, Excellence, Respect and Humility.**

Franklin County Public Health provides:

- Schedules to support a work/life balance.
- Vacation time, sick time, and paid holidays.
- And much more!

NOW HIRING: COVID-19 Public Health Investigator (remote, full-time or part-time, temporary)

Franklin County Public Health is hiring a Public Health Investigator to reach out to Franklin County COVID-19 cases or contacts of COVID-19 cases. The Public Health Investigator will conduct COVID-19 case interviews or further identify individuals who may have come in contact with a COVID-19-infected person and then collect further information to isolate and quarantine individuals as necessary. The aim of this will be to call every person diagnosed with COVID-19, gather their contacts, and proceed to call every contact in Franklin County. This is in tandem with the Ohio Department of Health efforts to control the pandemic in Ohio.

The Public Health Investigator will use a web-based database system to call all cases and contacts related to COVID-19 response to document a symptom check, refer them for testing according to established protocols, and provide them with instructions for isolation and quarantine. Public Health Investigator are required to follow all scripts, policies and procedures provided by FCPH, and comply with Public Health training regarding confidential information.

The Public Health Investigator will be required to use their own telephone, computer equipment and pass a background check. Must have reliable, high speed internet access at home. FCPH assumes no responsibility for set-up or operating costs (including telephone or internet services, etc.).

Duties Include:

- Call cases or contacts of newly diagnosed COVID-19 patients;
- Communicate with cases and contacts in a professional and empathetic manner;
- Collect and record information on symptoms and other relevant exposures;
- Public Health Investigator will follow the script to inform cases and contacts about the importance of isolation and quarantine and what to do if symptoms develop if applicable; and
- Other related duties as assigned.

Requirements:

- High school diploma, or equivalent required;

Job Posting

- Post-secondary education preferred;
- Experience in Public Health, medical or related field preferred;
- Excellent interpersonal skills required and ability to interact professionally with culturally diverse individuals during a time of crisis and distress;
- Ability to show empathy to distressed individuals;
- Excellent organizational and communication skills;
- Ability to speak, read, and write English, bilingual preferred;
- Critical thinking and sound judgment required;
- Ability to handle confidential information with discretion and professionalism; and
- Proficiency with computers.

Applicants need to be able to work up to 28 hours, including some evenings and weekends. There is the option to work full-time in this position.

Salary: \$ 18.58 - \$21.86 hour. This is a non-exempt position.

Interested applicants should email the following information to FCPHjobs@franklincountyohio.gov :

1. Resume
2. Cover letter
3. Completed FCPH application (located: <http://www.myfcph.org/careers>)

No phone calls please.

Franklin County Public Health is a proud to be an Equal Employment Opportunity employer. We do not discriminate based upon race, religion, color, national origin, gender, sexual orientation, gender identity, gender expression, age, status as a protected veteran, status as an individual with a disability, or other applicable legally protected characteristics. Learn more at www.MyFCPH.org.

FCPH is committed to providing a healthy work environment for all employees, and all employees agree to be non-tobacco users as a condition of employment (e.g., cigarettes, cigars, smokeless tobacco, vapor, etc.).

The above statements are intended to describe the general nature and level of work being performed by people assigned to this position. They are not intended to be interpreted as an exhaustive list of all responsibilities, duties, and skills required of personnel in this position.