CITY OF BRIDGEPORT, CONNECTICUT

The City of Bridgeport is now accepting submissions for the position of

Public Health Nurse I

Health Department – Communicable Disease Clinic

The Bridgeport Communicable Disease Clinic's goal is to identify, treat, and prevent the spread of communicable diseases within the City of Bridgeport.

For more information, visit: https://www.bridgeportct.gov/government/departments/health-social-services

Salary and Benefits: $75,071.00 annually. This position includes a comprehensive benefits package. This summary provides a brief overview of the benefits available to regular full-time municipal employees; depending on the employee group some of these benefits may include retirement pension administered by CMERS (Connecticut Municipal Employees Retirement System), health insurance (medical, dental, vision, prescription), life, disability, paid leave, paid holidays, 457(a) deferred compensation plan (employee paid), and other voluntary employee-paid benefits. This is not a unionized position.

This summary provides a brief overview of the benefits available to regular full-time municipal employees. Depending on the employee group, some of these benefits include health insurance (medical, dental, vision, prescription), life insurance, short- and long-term disability, paid leave (sick, vacation, and personal), paid holidays (13), and more. The City of Bridgeport also offers several voluntary benefits programs via automatic payroll deduction: 457(b) Deferred Compensation Plan with Roth options, legal services, and complimentary discounted perks for city municipal employees. Tuition reimbursement is available to most City employees based upon the terms of the contract which covers the employee. Additionally, tuition discounts may be available at various universities and colleges that have partnered with the City of Bridgeport.

The city participates in the Connecticut Municipal Employees Retirement System (CMERS) (www.osc.ct.gov/rbsd/cmers/muniretire.htm), which requires both employer and employee contributions. Please be aware that your earnings from this position are not covered under Social Security; instead, you will make contributions towards your government pension plan. For further information, you may visit the Social Security website at ssa.gov.

To Apply: Please email a cover letter, resume, supplied application, degree, and license verification, and three (3) professional references (name & contact only) to COB.Jobs@BridgeportCT.gov. Please include "Public Health Nurse I)" in the subject line.

Accepting Complete Submissions until the position is filled.

(Any/all changes to this opening shall be at the discretion of the City of Bridgeport).

This position will require a pre-employment medical examination and controlled substance screening.

Municipal Profile

The City of Bridgeport is in Fairfield County at the mouth of the Pequonnock River on Long Island Sound. It is bordered by the towns of Trumbull to the north, Fairfield to the west, and Stratford to the east. The most populous city in Connecticut, it has an approximate population of 147,000, consisting of 50,367 households, with a population density of 9,226 residents per square mile. Nicknamed the "Park City" for its over 40 public parks, including the Olmsted-designed Seaside Park and Beardsley Park, Bridgeport is a vibrant community, and was recently cited as the 11th most diverse city in the country (with some 85 languages spoken here). *NBC Today* also labeled Bridgeport one of the top 5 booming cities in the nation. The City is also home to numerous attractions, such as the Barnum Museum, Connecticut's Beardsley Zoo, the Hartford Healthcare Amphitheater, the Total Mortgage Arena, and the Soundside Music Festival, all of which bring thousands of visitors to the city each year for a myriad of events. A center of learning, Bridgeport is home to Sacred Heart University's Center for Healthcare Education, the University of Bridgeport, and Fairfield University's Bellarmine Campus, as well as the campus of the Paier College of Art and the Housatonic Community College. The city also hosts two major medical centers which serve the region and are the city's largest employers: Bridgeport Hospital, which is part of the Yale New Haven Health Care System, and Saint Vincent's Medical Center, which is part of Hartford Healthcare. Connecticut's Beardsley Zoo is one of the most visited tourist attractions and the only zoo in the State. The Sacred Heart University's Discovery Museum and Planetarium, located in the North End of the City, offers interactive science and space displays. Additionally, Bridgeport is home to Vinny Brand's Stress Factory Comedy Club, Downtown Cabaret Theatre, and many fine dining options.

Governing Structure

The City has a Mayor-City Council form of government. Bridgeport has an elected mayor who serves as the chief executive officer of the municipal government and serves a four-year term. The current mayor is Joseph P. Ganim, who is currently serving his eighth term as mayor. The City Council is the twenty-member legislative body whose two major responsibilities are enacting ordinances necessary to ensure the welfare and good order of the City and adopting the City's annual budget. Councilmembers are elected by the residents of the ten council districts to represent the concerns, needs, and issues of their constituents, and work to improve the City's neighborhoods. All Councilmembers serve a two-year term in office.

GENERAL STATEMENT OF DUTIES:

This position will provide professional public health nursing care for the Bridgeport Health Department Communicable Disease Division. The role will entail various duties including interviewing patients in the STD/TB clinics for the prevention of communicable diseases; following up on reportable diseases; administering college vaccines; performing blood draws; conducting foodborne investigations for epidemiological follow-up and other clinic duties as required, including but not limited to; maintaining records of public health nursing services rendered; and other tasks assigned.

TYPICAL TASKS OR ASSIGNMENTS:

- Conducts home visits in connection with the care and prevention of communicable diseases.
- Applies principles of epidemiology in disease investigations, community assessments, and determining service needs of individuals, families, or communities.
- Ensure patient compliance with medically ordered therapies, attendance to scheduled medical appointments, and follow-up care in the community.
- Administers medications, including immunizations, following physician's instructions.
- Instructs families in the care of patient/client filing or searching of files; directs callers.
- Participates in community education and individual patient/client education in specialized programs, e.g., HIV, AIDS, Tuberculosis (TB), Sexually Transmitted Disease (STD), family planning, adolescent health, and related programs.
- Participates in the provision of public health and related medical services at neighborhood, mobile, and outreach clinics.
- Complete documentation and verbal reports as required by the Communicable Disease Division, and state-mandated surveillance reports, and obtain needed information for reporting when necessary.
- Work with local pharmacies to ensure the availability of medically ordered therapies to patients to maintain adherence to treatment.

- Identify opportunities for preventative treatment among case contacts, family members, and household members of patients receiving services through the Communicable Disease Division and Connecticut DPH TB Control program to link these individuals to care.

MINIMUM QUALIFICATION REQUIREMENTS:

As to education, training, and experience:

- Nursing degree from a nationally accredited college or university.
- Completion of a one-year course of study in public health nursing at an accredited school.
- Any equivalent combination of education and experience.

As to special knowledge, ability, and skill:

- Good knowledge of the principles and practices of general professional nursing care.
- Good knowledge of the principles and practices of public health.
- Ability to establish and maintain harmonious and effective working relationships with patients, other health workers, and the public.
- Ability to utilize computers, including a variety of software and statistics programs per Connecticut State Department of Health program protocols.
- Ability to provide direction and guidance to others independently and in collaboration with clinicians and coworkers.
- Ability to maintain clear documentation and reports, with the understanding these may be audited by the nursing supervisor, treating physicians, the Bridgeport Health Department Medical Director, and State of Connecticut DPH program officials.
- Working knowledge of safety and infection control principles, practices, and methods.

LICENSES AND CERTIFICATIONS

- Valid Connecticut Driver's License — This job requires daily driving.
- Possession of Connecticut certification as a registered nurse.

PHYSICAL DEMANDS AND WORK ENVIRONMENT

- The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations which do not cause undue hardship may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is frequently required to walk, sit, talk, or hear. The employee is occasionally required to use hands to finger, handle, feel, or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 50 pounds and occasionally lift weights up to 75 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

This job description is not, nor is to be intended to be, a complete statement of all duties, functions, responsibilities, and qualifications which comprise this position. The above is intended as a general summary only. You should not rely on it as a complete or binding explanation. This summary is subject to the reasonable discretion of city management.

This summary does not constitute a contract of employment, express or implied, between the employee and the City of Bridgeport. This is an informational guide and is subject to correction of any information which may have been inadvertently misstated.

The City of Bridgeport is an Equal Opportunity Employer

For further information and contact:
CIVIL SERVICE COMMISSION
45 LYON TERRACE, ROOM 106
BRIDGEPORT, CONNECTICUT 06604
TELEPHONE: (203) 576-7103

Explore Bridgeport

CITY OF BRIDGEPORT, CONNECTICUT

CIVIL SERVICE COMMISSION

CITY HALL • 45 LYON TERRACE • BRIDGEPORT, CONNECTICUT 06604

Employment Application

Position Applied for		Date	

APPLICANT INFORMATION							
Last Name		First Name		M.I.			
Mailing Address				Apartment/Unit #			
City		State		ZIP			
Phone		E-mail Address					
Commercial Drivers License (CDL) (Yes/No)		CT Drivers License (Yes/No)					
Are you a citizen of the United States?	YES ☐	NO ☐	If no, are you authorized to work in the U.S.?	YES ☐	NO ☐		
Have you ever worked for the City of Bridgeport before?	YES ☐	NO ☐	If so, when?				

EDUCATION								
High School				Address				
From		To		Did you graduate?	YES ☐	NO ☐	Degree	
College				Address				
From		To		Did you graduate?	YES ☐	NO ☐	Degree	
Other				Address				
From		To		Did you graduate?	YES ☐	NO ☐	Degree	

REFERENCES			
Please list three professional references.			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			
Full Name		Relationship	
Company		Phone	
Address			

PREVIOUS EMPLOYMENT

Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?			YES ☐	NO ☐	

Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?			YES ☐	NO ☐	

Company				Phone	
Address				Supervisor	
Job Title					
Responsibilities					
From		To		Reason for Leaving	
May we contact your previous supervisor for a reference?			YES ☐	NO ☐	

DEMOGRAPHICS

The following section is voluntary and will in no way be used to influence your possible selection for any position. For the purposes of Affirmative Action, we are requesting that you fill out the data below. The purpose of collecting this data is statistical and may help this office to determine whether advertising is reaching all segments of the community.

Gender

- ☐ Male
- ☐ Female
- ☐ Non-Binary
- ☐ Prefer not to answer
- ☐ Other: _____

Ethnicity

- ☐ Asian
- ☐ Black/African American
- ☐ Hispanic
- ☐ Native American
- ☐ Pacific Islander
- ☐ White/Caucasian
- ☐ Prefer not to answer
- ☐ Other: _____

How did you hear about us?

- ☐ City of Bridgeport Website
- ☐ Job Board (Indeed.com, etc.)
- ☐ Social Media (Facebook, etc.)
- ☐ City Employee _____
- ☐ Networking Event/Job Fair
- ☐ University/College Career Center
- ☐ Other: _____

DISCLAIMER AND SIGNATURE

Signature		Date	

I certify that all information supplied on this application is accurate and truthful to the best of my knowledge. I understand that any misrepresentation of facts is cause for refusal of employment and/or termination of employment.

I understand that, if I am hired as a seasonal or part-time employee, I am not eligible for any City of Bridgeport sponsored benefits.

In the case of an emailed application, entering your name above will constitute an electronic signature. You may be asked to sign this application in person if you are offered a position with the City of Bridgeport.

It is the policy of the City of Bridgeport to employ, train, compensate, and promote individuals without regard to race, religion, national origin, sex, sexual orientation, age, disability, veteran status, or other characteristics protected by law.