



**PROVISIONAL OPENING FOR  
Deputy Public Health Director**

There is a provisional opening in the Allegany County Health Department for a full time Deputy Public Health Director.

Salary range: \$28.82 ~ \$39.88/hr.

As deputy, serves as the principal staff person for the department below the Public Health Director with responsibility for business management, program policies, procedures and operations and direct/general oversight of the various divisions within the health department. Supervision is exercised over professional, administrative and clerical employees involved in programs which may be conducted by the health agency. The work is performed under the general direction of the Public Health Director. Does related work as required.

Thorough knowledge of the principles, practices and terminology of public health administration; thorough knowledge of business management procedures; good knowledge of the principles of personnel supervision; considerable skill in directing and evaluating public health programs; considerable skill in planning and coordinating the work of others; considerable skill in interpreting financial reports; considerable skill in organizing and consolidating information; considerable skill in communicating effectively both orally and in writing; considerable skill in human and public relations; considerable written comprehensive skill; good judgment; thoroughness; dependability; physical condition sufficient to perform the essential functions of the position.

**MINIMUM QUALIFICATIONS:**

Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in public administration, business administration, hospital administration or related fields; and four years of experience in public health administration\*.

\*A Master's degree in public health or a related field may be substituted for no more than two years of the required experience.

**\*\* Residency -Candidates must be residents of Allegany County or a contiguous county for at least one month prior to the date of exam.**

Interested candidates may submit a complete Civil Service application and resume to the Human Resource/Civil Service Department, 7 Court St., Belmont, NY 14813.

There is no fee at this time.