

ATLANTIC COUNTY GOVERNMENT

JOB ANNOUNCEMENT

PLEASE POST

Posting Date: 5/22/15

Closing Date: Until filled

TITLE: Graduate Nurse (RN)

SALARY: \$27.80/Hr.

Hours: 40 35

DEPARTMENT: Human Services

Union Mgmt

LOCATION: Northfield

NJCSC Test Required: Yes No

Grant Funded: Yes No

**Note: There is one 3pm-11pm shift, and one 11pm-7am shift available.
Please indicate shift preference on your application.**

DEFINITION

Either (a) under direction of a supervisory registered nurse in a health care facility, assumes responsibility as a member of the treatment team; works with residents, their families, and community agencies, and provides assistance, counseling, and instruction to residents; carries out therapeutic and medical orders authorized by a registered nurse, licensed physician, or other supervisor; does related work as required; or (b) under direction of a nursing supervisor, physician, or other supervisory official in a municipal government services health care facility, provides professional nursing care and treatment; does other related work.

NOTE: The examples of work for this title are for illustrative purposes only. A particular position using this title may not perform all duties listed in this job specification. Conversely, all duties performed on the job may not be listed.

REQUIREMENTS:

LICENSE:

Registration as a Professional Nurse in the State of New Jersey.

NOTE: Ability to physically lift, move, and position clients as needed.

Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

EXAMPLES OF WORK:

Organizes assigned professional nursing work and develops effective work methods.

Assists physicians with examinations of residents and notifies supervisor of any changes made by physicians.

Carries out medical and therapeutic treatments ordered by treatment staff.

Makes appointments for residents with consulting physicians, arranges transportation, and notifies appropriate personnel.

Carries out routine prophylactic procedures including immunization activities.

Provides bedside nursing care.

Prepares and maintains daily medical records of residents including records of medication and treatments ordered and given.

Collects specimens to be used in laboratory analyses.

Explains the condition of the illness to the resident and family.

Assists in laboratory analyses.

Assists in the operating room including application of surgical dressings and instrument sterilization.

Keeps records of narcotics on hand and used.

Provides first aid.

When so assigned, instructs student nurses, attendants, inmates, and attending employees in approved methods, procedures, and routines.

Assumes responsibility of unit in absence of nursing supervisor.

Contributes as a member of the team in the determination of treatment goals; participates in and involves the resident in goal planning sessions.

Initiates and leads community meetings with residents on a daily basis.

Develops and initiates various group activities for residents such as reality orientation activity of daily living programs and remotivation sessions.

Accompanies the individual resident or group of residents on community trips as part of resocialization, remotivation, and community reentry preparation programs.

Counsels residents concerning their medication by utilizing medication fact sheets.

Teaches residents education classes in areas of physical health care, good grooming, hygiene, and personal appearance.

When assigned to certain public health duties in a Public Health Department.

Assists in identifying health needs of individuals, families, and the community and in assessing resources available to meet these needs.

Assists in planning services with public health nurses and with health, welfare, civic and other groups

Under medical direction, provides nursing care and treatments to patients in homes and/or clinics and, where indicated, demonstrates care to patients and families; assists other members of the household or ancillary health workers in carrying out those services which can be delegated.

Observes patients and families for signs of physical or emotional illness and reports to the public health nurse supervisor.

Reports evidence of the presence of communicable disease and gathers appropriate information.

Assists in the management and operation of public health clinics.

Assists in preparing accurate and complete records.

Maintains records and files.

May be required to engage in lifting clients when working in a setting which provides direct services to clients who are nonambulant, or who are semiambulant and/or have severe physical handicaps.

Will be required to learn to utilize various types of electronic and/or manual recording information systems used by the agency, office, or related units.

KNOWLEDGE AND ABILITIES:

Knowledge of the principles, and techniques of professional nursing.

Knowledge of sterilization, immunization, and diagnostic procedures, bedside nursing methods, and operating room procedures.

Knowledge of the precautions to be taken in the use of narcotics and other medications and in x-ray and other treatments.

Ability to interpret laws, rules and regulations and apply them to specific situation.

Ability to provide bedside nursing care, first aid treatments, and perform other professional nursing duties including operating room, surgical, psychiatric, laboratory, and field duties.

Ability to assign and instruct student nurses, attendants, and other nonprofessional workers and to supervise the performance of their work.

Ability to administer and account for narcotics on hand and used, and to record medications ordered and given, medical treatments ordered and given, and analysis, test, temperatures, respiration, and pulse recordings.

Ability to apply the principles, practices, and procedures for modern nursing to the field of public health.

Ability to work cooperatively as a member of the public health team with public health nurses, members of other disciplines, and with ancillary workers.

Ability to explain the fundamentals of sanitation, nutrition, child care, other health matters.

Ability to prepare reports.

Ability to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

Ability to read, write, speak, understand, and communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.

Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.

Interested, qualified applicants should apply online at www.aclink.org

**Alternatively, applications may be mailed to the
Atlantic County Division of Human Resources
1333 Atlantic Avenue, Atlantic City, NJ 08401**

- We are an Equal Opportunity Employer -