

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV38581
Job Class Code:	580	Salary Schedule:	AREG
EEO Category:	02	Grade:	18
Workers Comp Code:	8833		

Job Code Established:	09/02/86	Effective Date:	
Job Code Revised:	01/01/96	Effective Date:	

JOB CODE SERIES: Epidemiology Specialist Series

JOB CODE TITLE: EPIDEMIOLOGY SPECIALIST I

HRIS TITLE: EPIDMOG SPCT I

WORK DESCRIPTION: Performs field investigation and data compilation duties relating to chronic, environmental, zoonotic or infectious disease, identification and control; may assist senior Epidemiology Specialists in the development of investigation plans; analyzes statistical data compiled to identify disease trends and characteristics; makes recommendations regarding disease mitigation and control. This class is distinguished from the Epidemiology Specialist II by the preponderance of duties involving data gathering and analysis and limited or no responsibility for the development of investigation protocols or plans.

WORK ACTIVITIES: records data from controlled field operations. Writes detailed reports on all field inspections and surveys. Assists in the design and modification of questionnaires or other data collection or sampling instruments or data summarization methods, procedures or reporting formats. Compiles information for and writes periodic reports on own work activities. Confers with local government and private agency representatives, gathering information regarding features and conditions in locality. Attends staff meetings of work unit or section, under direction of work supervisor; gives and receives information helpful in work unit or work system operation. Attends periodic workshops or training sessions to improve working knowledge and skills at senior worker level in work system. Reads and studies instructional or informational material in order to increase and expand knowledge base at level of senior worker or technician in the work system. Performs related work as required.

WORK CONDITIONS: Requires some travel and/or work outdoors.

SUPERVISION: Works under the direct supervision of an Epidemiology Program Supervisor, exercising limited independent judgment within well established program parameters, policies and procedures.

WORK RESULTS/PRODUCTS: Complete, accurate project data; completed statistical and technical analyses of project data; completed interviews with patients, medical staff and technical experts; completed case investigation reports.

RESPONSIBILITY: Timely and accurate completion of epidemiological case investigations; scheduling and prioritizing work assignments within established time frames; obtain all necessary data relating to specific cases.

AUTHORITY: Make recommendations regarding appropriate method of case investigations; make recommendations regarding type of laboratory tests needed.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: contemporary principles and practices of epidemiology; research methods, procedures and techniques used in identifying and evaluating disease characteristics; contemporary medical methods and practices used in the control of a variety of diseases; principles and practices applicable to the surveillance and investigation of diseases.

Skill/Ability to: conducting scientific studies required to identify and isolate various diseases; the compilation and the evaluation of technical epidemiological data; conducting investigations; interpersonal relations, as applied to contacts with representatives of other governmental agencies and the public.

SPECIAL SELECTION FACTORS: Bachelor's degree from an accredited college or university with a major in public health, epidemiology, microbiology, biology, entomology, life sciences or a closely related field and one year of professional-level experience in public health programs. A Master's degree from an accredited college or university in one of the above fields may substitute for the required experience.