

CLASSIFICATION SPECIFICATION

FLSA:	NEXP	Job Code:	ACV38582
Job Class Code:	580	Salary Schedule:	AREG
EEO Category:	02	Grade:	20
Workers Comp Code:	8833		

Job Code Established:	09/28/92	Effective Date:	
Job Code Revised:	01/01/96	Effective Date:	

JOB CODE SERIES: Epidemiological Services Series

JOB CODE TITLE: EPIDEMIOLOGY SPECIALIST II

HRIS TITLE: EPIDMOG SPCT II

CHARACTERISTICS OF THE CLASS: Works under the general supervision of an Epidemiology Program Supervisor or Epidemiology Program Manager, depending on area of assignment, exercising some independent judgment within established program parameters, policies and procedures. Has the authority to determine appropriate methods of disease investigation and surveillance; determine type of laboratory specimens needed; determine type of laboratory tests needed. Designs and conducts special epidemiological investigations to identify, isolate and control chronic, environmental and infectious diseases; consults with county health department to verify diagnoses and mitigate exposure; analyzes statistical data and identifies disease trends and characteristics; prepares reports which include recommendations for control of specific diseases; may act as project leader for designated studies; provides technical advice and assistance to entry level staff. Work product consists of completed compendium of case data; completed study protocols and/or investigation plans; completed reports, including recommendations for control and/or eradication of diseases; responses to request for technical information from county health officers, physicians and the public. Responsible for timely and accurate completion of epidemiological studies, which include reports outlining chronic or infectious disease outbreaks, causes, sources of exposure and recommendations for mitigation or control.

EXAMPLES OF DUTIES: Confers with local government and private agency representatives, gathering information regarding features and conditions in locality. Writes detailed reports based on research, investigation or inquiry, in prescribed format or on established forms provided. Gives and receives information requiring considerable judgment and authority regarding current and specific businesses of the work unit by telephone or direct contact. Writes detailed reports based on research, analysis, and evaluation of data pertaining to specific projects, conditions or proposals under study, involving application of expert or highly specialized knowledge and recommendations for action to be taken or resolution of problems. Writes detailed environmental impact reports in designated format, based on own epidemiologic investigation and analysis of environmental conditions and effects brought about by actual or proposed construction or operation of other change. Designs and modifies questionnaires or other data collection or sampling instruments of data summarization methods, procedures or reporting formats. Compiles information for and writes periodic reports on own work activities. 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. Compares data from several sources to assure accuracy of technical documents. Performs related work as required.

WORK CONDITIONS: May be required to travel and/or work outdoors occasionally.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: contemporary principles and practices of epidemiology; methods, procedures and techniques used in developing, implementing and maintaining disease surveillance programs;

contemporary medical methods and practices used in the control of a variety of diseases; principles and practices applicable to the control and prevention of diseases.

Skill/Ability to: analyzing and evaluating a wide variety of technical epidemiological data; conducting scientific studies and investigations required to identify and isolate various diseases; oral and written communication; interpersonal relations, as applied to contacts with representatives of other governmental and private organizations, physicians and the public.

EXPERIENCE AND EDUCATION: Typical ways to obtain the KSAs would be: 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 two years of experience in epidemiologic investigations. A Master's degree from an accredited college or university in one of the above fields may substitute for one year of the required experience. Any combination of training and experience that meet the knowledge, skills, and abilities (KSAs) may be substituted.