



# Public Health Assistant

## The Position

Schenectady County is currently recruiting for a Public Health Assistant. This position involves extensive in-person contact with members of the community to convey knowledge and understanding of community service available to help members develop a sense of responsibility for their own health. The incumbent will be responsible for outreach activities, coordination of services for families and assistance with specific health care, social, educational and employment activities and referrals. The ability to clearly communicate and maintain courteous relationships with the public and other County Departments both orally and in written format is required.

***NOTE: This position will be part of the NYS HELPS Program and no Civil Service examination will be required. Candidates can be eligible for consideration by meeting the minimum qualifications***

## Qualifications

Candidates must possess the following minimum qualifications to be considered:

- A. Possession of an Associate Degree awarded by a college accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/ U.S. Secretary of Education in Public Health or a related field and one year of experience in public health, health care, community outreach, customer service or education or a similar related field.; OR
- B. Graduation from high school or possession of a high school equivalency diploma and three (3) years of experience in public health, health care, community outreach, customer service or education or a similar related field

Note: Volunteer experience, part-time work and internship experience will be accepted on a pro-rated basis.

## Salary

The salary for this position is \$44,284/year



*Schenectady County is committed to diversity, inclusion, and equal opportunity. It is our policy to provide equal employment opportunities to all people regardless of protected class status, including race, creed, color, sex, sexual orientation, gender identity, national origin, military or veteran status, disability, predisposing genetic characteristics, marital or family status, or any other impermissible basis*

# Schenectady County offers exceptional benefits

## **Health Benefits**

- Medical, Dental & Vision
- Prescription Drug
- Flexible Spending Accounts

## **Retirement and Savings Plans**

- NYS Pension System
- 457(b) Deferred Compensation
- 529 College Saving Plan

## **Additional Benefits**

- Paid Holidays
- Vacation, Personal, Bereavement, and Sick Leave
- Paid Family Leave for Bonding with Child
- Free Tuition at SUNY Schenectady and other Tuition Assistance
- Gym Reimbursement
- Free CDTA Bus Pass
- Employee Assistance Program

## **About Schenectady County**

What makes Schenectady County different from other communities? We believe it's the people, working together to create a place that people want to live, do business, and visit to enjoy all that we have to offer. Schenectady County continues to think differently, looking for new and innovative ways to deliver the important programs and services that make Schenectady County unique.

Strong County leadership has helped foster cooperation among the various levels of government to reduce waste and eliminate duplication. Through intergovernmental cooperation, the County and our communities have saved hundreds of thousands of dollars and leveraged our combined resources and talents to secure additional federal and state funds to expand upon this highly successful endeavor.

Schenectady County is a community with a rich past and bright future. So many in our community have worked hard to make all of our success possible and have made Schenectady County a great place to work, live, and raise a family.

More information about Schenectady County and employment opportunities are available on the Schenectady County website at:  
**[www.SchenectadyCountyNY.gov](http://www.SchenectadyCountyNY.gov)**



Schenectady County Human Resources

620 State Street, 2nd Floor, Schenectady, NY 12305

(518) 388 - 4233 • [www.SchenectadyCountyny.gov](http://www.SchenectadyCountyny.gov)