



## MISSISSIPPI STATE DEPARTMENT OF HEALTH

---

The MS State Department of Health is seeking to fill a Public Health Program Specialist I. First-level professional position accountable for researching, consulting, planning, promoting, implementing, and/or evaluating a public health program, service, or grant or implementing environmentally influenced public health laws and regulations. At this level, employees provide assistance to partners, contractors, and agencies involved in program implementation. Positions also perform day-to-day program activities including meeting with clients, evaluating health information, and participating in public health events.

The Public Health Program Specialist I- The incumbent will work under the supervision of the Division Director II (Field Service Director) and will be responsible for follow-up of all cases initially reported with Non - Reported Risk (NRR). As the Risk Factor Coordinator, staff will actively review provider reports and interview records to obtain risks on cases initially classified as NRR. The incumbent will generate field records for cases with missing risk factor information and follow-up with providers and disease intervention specialists to obtain additional risk information. The staff will complete data entry of updated risk information in eHARS and Patient Reporting Information Management Systems (PRISM).

**Salary Range:** \$31,111.11

Location(s): (1) Hinds County

**Qualifications:** Typically requires a Bachelor's Degree and 0-2 years of experience.

**How to Apply:** Interested applicants should submit: 1.) Cover letter indicating the location(s) for which he/she is applying; 2.) *State of Mississippi Employment Application* (<http://www.mspb.ms.gov/media/6595/application%20word%20template.pdf>) and resume to:

The Mississippi State Department of Health Office of Human Resources  
Attn: Northern Region Administrator / Sheila Fanning  
P.O. Box 1700  
Jackson, MS 39215  
FAX (601) 576-8067

To learn more about the Mississippi State Department of Health, please visit our website @ <http://www.msdh.state.ms.us/>.

***MSDH is an Equal Opportunity Employer***