
JOB POSTING # 012

Revised/Reposting of #001

TO: INTERESTED EMPLOYEES (and External Applicants)

FROM: Sister Patrice Kiefer
Director of Human Resources

SUBJ: VACANCY IN THE NURSING DEPARTMENT

DATE: January 31, 2012

Immediate vacancy for a **Part-time (.8) QUALITY SPECIALIST/ NURSING SUPERVISOR** to work **64 hours a pay period** in the **Nursing Administration Department.**

HOURS: Hours will vary, primarily days. Will need to work every third weekend as Nursing Supervisor and fill in as needed.

Educational Requirements: A.D., Diploma, or B.S. in Nursing.
Current Minnesota licensure required.

Primary Job Duties:

- Infection Prevention
- Quality Assurance
- Patient Concerns
- Abstracting

Additional Job Specifications:

- Experience in leadership or program development position.
- Strong interest in supervision, data abstraction, quality improvement and patient safety.
- Non-contract position.
- Will be under the 40 hour work week agreement.

Applicants must be able to meet the physical demands of the position. A Functional Job Description for this position is on file in the Human Resources Office and is available to all applicants for review.

If interested please contact Sister Patrice Kiefer in the Human Resources Department.

cc: DCH Website and Minnesota Workforce Center (MN Dept. Jobs & Training; CEP; Rehab Services)

APPLICATIONS ACCEPTED UNTIL 4:00 P.M. on Tuesday, February 7, 2012, or until filled.