YUMA COUNTY
RECRUITMENT ANNOUNCEMENT

Position: Detention Certified Nursing Assistant
Department: Sheriff’s Office
Classification: Non-Exempt, Eligible for overtime compensation
Salary: $13.44 - $16.90/ hr. D.O.Q.
Grade: 87
Close Date: Open Until Filled

THE COUNTY OF YUMA DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY

NATURE OF WORK:
Under close supervision, performs professional nursing and health related services of routine difficulty to prisoners within the Yuma County Detention Center. This position has department specific responsibility.

EXPERIENCE, EDUCATION, CERTIFICATIONS AND LICENSES REQUIRED:
High School Diploma or GED; must possess a current valid State of Arizona Certified Nurse Assistant (CNA) certificate at time of appointment OR an equivalent combination of education, training, and experience.

PREFERRED QUALIFICATIONS: One (1) year experience as a certified nurse assistant, preferably in a Corrections/Detention Center, and phlebotomy certified.

SPECIAL REQUIREMENTS: May be required to successfully complete a background check, polygraph, and drug test prior to appointment; must possess and maintain a valid driver’s license.

The above information is intended to describe the general nature of this position and is not to be considered a complete statement of duties, responsibilities and requirements.

**NOTE**
Reasonable accommodations will be made in order for an “otherwise qualified applicant” with a disability to participate in any stage of the recruitment process. Requests for accommodation must be made through the Yuma County Human Resources Department in advance of the event, or as soon as practical, so that necessary arrangements can be made (928) 373-1013 OR TDD (928) 373-1013.

Apply:
Yuma County Human Resources - 198 S. Main St., Yuma, AZ 85364
Phone: (928) 373-1013 Fax (928) 373-1153 Job Line (928) 373-6090
Website: www.yumacountyaz.gov
See Reverse Side For More Information
Detention Certified Nursing Assistant

EXEMPLARY OF WORK: Illustrative Only) Works under the supervision of a Licensed Practical Nurse (LPN) or a Registered Nurse (RN); assists with health assessments, screenings, and prisoners care plans; assists with procedures and conducts follow-up on treatments as prescribed by a physician; assists with the coordination of medical services with other health providers; provides first aid services, as needed; takes and records vital signs; collects blood samples and processes specimens to the lab; documents, files and maintains health records/charts relating to treatment and progress; completes medical forms and enters the information into the computer system; orders and maintains supplies; assists the nurse with setting up the medication carts; may be required to groom, shave, feed and bath prisoners; maintains a safe, secure and hygienic work environment; regular and reliable attendance is required; performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES:

Knowledge of: Yuma County policies and procedures; Federal, state, and county laws related to inmates, and Sheriff’s Office detention facility policy and procedures; basic health care practices and procedures; medical equipment; proper lifting techniques; required detention and security training.

Skills in: Applying basic health care methods; recognizing and reporting health status; record keeping; collecting laboratory specimens; dealing impartially with people of different social, economic, and ethnic backgrounds.

Ability to: Read, learn, understand, apply and follow rules, regulations, instructions and medical practices and procedures; provide effective nursing services and properly use medical equipment; assist Licensed Practical Nurse, Registered Nurse, and/or physicians with prisoners care plans and treatments; complete medical forms and prepare accurate documentation; establish and maintain effective working relationships with supervisors, employees, other agencies and the public, including law enforcement and physicians; follow written and verbal instructions; communicate effectively verbally and in writing; perform the essential functions of the job specification with or without reasonable accommodation.

Work Environment/Physical Demands:

- Work is performed in a secure detention facility (correctional institution) and in a general office environment.
- Direct inmate contact.
- Work a variety of scheduled shifts, irregular hours, and/or on-call status, as necessary. May work non-standard hours, to include shift work, holidays, and weekends.
- Wear protective gear, as required.
- Exposure to body fluids, communicable diseases, and unpleasant odors.
- Walk, stand and sit for a period of time.
- Frequent standing, walking, lifting, pushing/pulling, kneeling, crouching, bending, twisting, and climbing stairs.
- Visual and muscular dexterity to operate: computer equipment, telephone, and two-way radio maintaining constant vigilance to the surrounding area.
- Utilized two-way radio to hear and respond to: radio communications, voice instructions, and/or commands.
- Random urinalysis testing.
- Annual TB skin testing.

EOE/AA/ADA/M/F/V/D
DRUG FREE WORKPLACE