

CUYAHOGA COUNTY BOARD OF HEALTH

YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

Position: Informatician

Reports to: IT & Informatics Supervisor

Position to be filled: November 7, 2022

Hours: Mon. – Fri., 8:30 a.m. to 4:30 p.m.

Salary: \$53,968.00 annually

Flexible Work Arrangements: Alternate work schedule or changes in work schedule available after initial training period with approval. Core work hours of 10am to 2pm required of all staff. Remote work from home available up to two days per week with approval after the completion of a minimum of 60 days of employment.

Vaccine Policy: Effective November 1, 2021 all new hires will need to meet COVID and Influenza vaccine requirements or request an exemption as outlined in the CCBH Vaccination Policy.

Minimum Requirements:

- College degree or certification in computer science, programming, informatics, or related field.
- One to three years of related experience (w/Bachelor's degree) OR 3-5 years of experience (w/Associate's degree or technical/vocational or military training certificate in a computer-related field) including; programming, database administration/development, public health informatics, and report writing.
- Proficiency with full stack development (React.JS, Node.js, C#), project management, and basic computer networking systems.
- Working knowledge of relational database software/applications (i.e. MS-SQL, Tableau, WordPress, Redcap), data search and export tools (i.e. Census), and office support software.
- Proficiency with use of databases for data querying and reporting.
- Familiarity with web-based project management and file sharing platforms (i.e. MS Azure).
- Strong proficiency with Microsoft Word & Excel.
- Proficiency with use of PC hardware and basic software (i.e. Microsoft Office), email, and office equipment.
- Good customer service, verbal and written communication skills, and effective presentation skills.
- Good interpersonal relationship skills including cultural sensitivity and competence.

Responsibilities:

Essential Duties (Programming, Database Administration, and Web-Design):

- Leads informatics projects for CCBH. Develops project plans and meets with leadership to promote and assemble resources to carry out projects.
- Leads the development and maintenance of CCBH applications, databases, and data collection systems needed for data storage or processing.
- Monitors functionality of application programs and documents program code changes, including the use of version control tools.
- Maintains data collection computer programs through the detection and remediation of “bugs” or computer program deficiencies.
- Creates new programming features to expand data collection capabilities and compatibility of current applications and databases.
- Develops and maintains other strategies that optimize statistical efficiency and data quality.
- Develops and extracts reports from databases (i.e. Enterprise, etc.) for delivery to internal and external customers.

General Duties:

- Assists supervisor and service area director in strategic planning activities for Informatics unit.
- Collaborates with internal and external partners on special projects as assigned.
- Researches and informs CCBH regarding new and emerging technologies.
- Serves as a 24/7 first responding member for any IT Systems related issues.
- Performs other duties as assigned by the supervisor and/or service area director.
- Participate as needed or requested in the event of any public health emergency.

Please complete the online application on our website, www.ccbh.net/jobs
Please upload your resume with your application.

Deadline to Apply: October 21, 2022

Bilingual Applicants Welcome

Employees hired for a position that is funded in whole or in part by a designated funding source may be laid off when the funding source is reduced or eliminated.

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All employees hired for a position must be legally authorized to work in the United States without requiring sponsorship for employment visa status now or in the future.