

# Employment Opportunities

## September 1 – 7 2008



Thank you for your interest in employment with CVMC. Please take a moment to read the following important information about the application process.

- Employment applications are accepted for open positions listed below.
- Registered Nurse employment applications are accepted for listed and non-listed positions.
- Positions remain open until filled.
- Employment Opportunities are updated weekly on the jobline & website.
- Resumes may be conveniently submitted via mail, fax or e-mail.
- Faxed applications are not accepted.
- \*Denotes First Listing of the position.

Human Resources Contact Information	
Human Resources	828-326-3359
Applicant Update Line	828-326-2051
Fax	828-326-2450
Jobline	828-326-3360
Website	www.catawbavalleymc.org

### MANAGEMENT, SUPPORT SERVICES AND ALLIED HEALTH

#### 7363 Management

**Director, Catawba Valley Medical Group / Full-time.** Baccalaureate Degree in Business or Medical Administrative Sciences. 5 years experience in medical office practice management. Must understand and demonstrate competence of medical office operations including billing, scheduling, personnel interaction, computer applications and business planning. Manages and supervises the operation of hospital owned medical practices inclusive of all functions related to the improvement of operations and financial performance. Salary depends on experience.

**Director / Environmental Services / Full-time.** BS degree in business or related field with a minimum of 5 years supervisory experience required. Must possess knowledge of all phases of housekeeping and laundry delivery to include associated equipment. Incumbent should possess extensive verbal and written communication, and organizational skills. Incumbent must possess ability to motivate and lead staff engaged in housekeeping and laundry activities. Responsible for department objectives and budget including the daily operations, equipment, supplies and personnel management. C.H.E.S.P. preferred. Salary depends on experience.

**Assistant Nurse Manager / Psychiatry Unit / Full-time / 4:00 PM – 12:00 midnight with occasional weekend shifts.** Baccalaureate Degree in nursing or currently working towards their BSN (to be completed within 3 years of assuming the position). Current Registered Nurse NC license; BLS certification; Specialty certification in area of practice within one year. 3 years of previous nursing experience required. Demonstrated leadership potential. Directs and coordinates the activities of the nursing staff to provide nursing care appropriate to the age of the patients served, incorporating knowledge of the principles of growth and development over the life-span. Assesses and interprets data about patient's status in order to identify each patient's age specific needs and provides the care needed by the patient group. Participates in the planning, development and implementation of departmental policies, procedures, and fiscal and human resource management of the unit. \$ 45,094.40 minimum.

#### 7364 Support Services

**\*ES Tech I / Environmental Services / Full-time / 7:00 AM – 3:30 PM**

**(2)ES Tech I / Environmental Services / PRN (as needed) / 1<sup>st</sup> shift**

**ES Tech II / Environmental Services / PRN (as needed) / 2nd shift.**

Physical stamina. Manual dexterity. Ability to read and write and follow verbal and written instructions. Proficient in basic arithmetic functions. Incumbent will receive on the job training. Cleans and services medical center building area, moves furniture, supplies and miscellaneous equipment. Performs specialized floor maintenance assignments. Technician I: \$6.69 minimum. Technician II: \$7.35 minimum. Technician III: \$7.54 minimum.

**Nutrition Care Associate-Patient Care / Nutrition Care / Full-time / 6:45 AM – 6:30 PM.** High School Diploma. Ability to read, write and follow verbal and written instructions. 1-2 years experience in a related field. Physical stamina. Preference for routine and organized activities. Public relations skills. Performs a variety of activities relating to the safe and sanitary preparation of food, and the delivery of food trays to patients. Performs cleaning and organizing assignments. \$8.89 minimum.

#### 7362 Allied Health

**Imaging Tech III / Cardiovascular Lab / Registry (PRN) / on call every third weekend from 6:00 PM - 6:00 AM, also 24 hour call on two holidays per year is required.** Graduate of an accredited school of cardiovascular sonography. Registry eligible. BCLS Certification. 1-5 years experience in Ultrasound preferred. Visual acuity, interpersonal skills, analytical skills, independent judgment, basic computer knowledge. Performs a variety of imaging modalities under the clinical direction of a Radiologist or Surgeon. \$21.68 minimum.

**Neurodiagnostic Technologist / Neuro-Diagnostics / PRN / 7:00 AM – 5:00 PM call.** Must be a Neurodiagnostic Tech or an (RCP) Respiratory Care Practitioner or Registry Eligible. Satisfactory completion of training program for EEG Technologists. BCLS Required within 30 days of employment. At least one year experience in a clinical Neurodiagnostics Lab. Performs EEG, EP AND NC's. Performs support and maintenance functions relating to section. Record keeping as specified. Specific duties in relation to department needs as directed. \$16.40 minimum.

**\*Athletic Trainer / Sports Medicine / Full-time / Maiden High School and Fitness Plus.**

**\*Athletic Trainer / Sports Medicine / Full-time / Bandy's High School and Fitness Plus.** Bachelors Degree in Exercise Physiology, Health Education, Exercise Science, or Sports Medicine. NATA certified. CPR or BCLS certified. 1 – 3 years experience in a health related field and experience as an ATC, high school or college level. Provides ATC services to high schools and others as indicated including prevention programs and coverage to athletic events as indicated. Responsible for the implementation of exercise programs for fitness members. Teaches patients/members proper principles of exercise and proper use of exercise equipment. Leads exercise classes and pool classes. Evaluates exercise status of patients/members. Assists in Cardiac Rehab as needed. \$29,868.80 minimum.

**\*Pharmacy Technician II / Pharmacy / Full-time / 2:00 PM – 10:30 PM / plus every third weekend.** Certification from the National Pharmacy Technician Certification Board. Satisfactorily demonstrated competency by examination in the following areas: IV solution compounding, Advanced operations of the Pyxis medication system, Operation of the tablet/capsule packaging equipment, Operation of the Baxa Repeater pump, Advanced operation of the C-II Safe dispensing system. A minimum of 1 year experience as a Pharmacy Technician I. Visual acuity. Manual dexterity. Preference for detailed and exacting work. Capable of judgmental decisions and awareness of legal and procedural boundaries. Performs a variety of clerical and support functions relating to the control, preparation and delivery of pharmaceutical products. \$10.52 minimum.

\*denotes 1<sup>st</sup> time listing