

**TERRITORIAL EPIDEMIOLOGIST
(BOARD CERTIFIED)**

NATURE OF WORK IN THIS CLASS:

Administers the public health epidemiology program and activities.

ILLUSTRATIVE EXAMPLES OF WORK: (Any one position may not include all the duties listed, nor do the examples cover all the duties which may be performed.)

Administers the functions of the public health epidemiology programs.

Coordinates and supervises epidemiologic investigations and follows-up laboratory reports of communicable diseases to verify the existence or non-existence of disease outbreaks.

Conducts epidemiological studies of diseases or conditions, which may pose an immediate or potential threat to the public well-being.

Advises the Chief Public Health Officer on the necessary steps to take to prevent and/or control existing or threatening disease epidemics.

Supervises the acquisition, compilation, analysis, preservation and distribution of statistical data on communicable and other diseases occurring both within and without the Territory.

Provides consultation services to agencies and individuals, public or private, in need of such assistance.

Promotes cooperation and provides liaison between public and private agencies or individuals concerned with the prevention or control of communicable diseases.

Reviews and formulates or revises polices, regulations and laws necessary to protect the public from the spread of communicable diseases.

Maintains epidemiologic records and prepares reports.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of the principles and practices of public health, particularly as they relate to the prevention and control of disease.

Knowledge of modern principles and techniques of epidemiologic research and investigation, including the appropriate use of statistical data analysis.

Ability to administer epidemiology programs.

Ability to interpret and apply pertinent laws, policies, rules, regulations and other program guidelines.

Ability to make decisions in accordance with program guidelines.

Ability to evaluate program effectiveness and initiate/recommend necessary changes to improve effectiveness.

Ability to work effectively with the public and employees.

Ability to communicate effectively, orally and in writing.

Ability to maintain records and prepare reports.

Skill in the safe operation of a motor vehicle.

MINIMUM EXPERIENCE AND TRAINING:

- a) Graduation from an American Medical Association approved medical school with a M.D. degree, graduation from a recognized school of public health with a M.P.H. degree (epidemiology major) and certification by the American Board of Prevention Medicine; **OR**
- b) Graduation from an American Veterinary Medical Association approved veterinary medical school with a D.V.M. degree, graduation from a recognized school with a M.P.H. degree (epidemiology major) and certification by the American Board of Veterinary Prevention Medicine; **OR**
- c) Any equivalent combination of training and experience beyond the master's degree, which provides the minimum knowledge, abilities, and skills.

NECESSARY SPECIAL QUALIFICATIONS:

Possession of a valid driver's license.

Current certification by the American Board of Prevention Medicine or by the American Board of Veterinary Prevention Medicine.

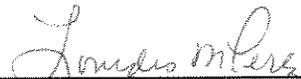
ESTABLISHED: JULY 1981

AMENDED: MARCH 2006

PAY GRADE: S

HAY EVALUATION:

KNOW HOW:	F	II	3	400
PROBLEM SOLVING:	E	4	50	200
ACCOUNTABILITY:	E	2	P	<u>230</u>
TOTAL POINTS:				830



LOURDES M. PEREZ
DIRECTOR
DEPARTMENT OF ADMINISTRATION