



**NORTH DAKOTA
CLASS DESCRIPTION**

ND Human Resource Management Services
Phone: (701) 328-3290

Class Code(s): 3414

SENIOR EPIDEMIOLOGIST

GRADE N

The individual assigned to the position in this class is responsible for coordinating activities associated with disease control. This includes providing direction and consultation in disease processes, surveillance, and intervention on behalf of the state. Duties include establishing and maintaining a surveillance system for all reportable diseases to include data collection, analysis of condition trends, evaluation of intervention priorities, and the public impact of intervention alternatives. Provides consultation service to other staff members, physicians, infection control, laboratory, and hospital personnel regarding disease control. Coordinates and works with others in conducting special investigations of instances of epidemiological involvement in both occupational and environmental settings. Coordinates and works with programs to provide training and education in epidemiology and public health. Establishes and maintains registers and/or databases as required. Individual will be required to perform all administrative duties associated with positions of this nature and level to include reports, verbal and written communications, and similar duties commonly assigned to positions at this level with the State Department of Health and Consolidated Laboratories Department.

Responsibilities associated with this class consist of duties that are well defined and accomplished through the use of a variety of unrelated procedures, processes, or methods. Decisions involve the selection of tasks to be performed and the procedures, processes, or methods to be used from among available choices. Guidelines are available within the work area but require some interpretation and/or adaptation for application to specific cases or problems associated with assigned duties. Management responsibility includes directing the work of others involved in activities of the same or a similar nature and generally working toward a common goal. Duties will be planned and accomplished under general guidance and direction and require coordination, policy interpretation, and individual initiative to resolve problems or conflicts that may arise. A specific impact on decisions affecting organizational goals and objectives exists as responsibilities include duties that produce significant portions of decisions made in conjunction with others.

MINIMUM QUALIFICATIONS FOR ENTRY TO CLASS:

Requires a master's degree in epidemiology or occupational and/or environmental health with an emphasis in epidemiology and three years experience in public health aspects of disease control. The employing agency, at its discretion, may substitute professional work experience for a formal education requirement. The amount and type of work experience that can be substituted will be defined by the employing agency at the time of recruitment.

DESIRABLE LEVEL OF KNOWLEDGE, SKILL, AND ABILITY:

Knowledge of the principles, concepts, and methodology needed to perform and/or direct duties associated with coordinating activities of the disease control work unit with the Preventive Health Section of the State Department of Health and Consolidated Laboratories Department. Requires knowledge, skill, and ability generally acquired and developed through formal education, extensive training, and/or relevant experience in work of an equivalent type and complexity. A high degree of interpersonal skill is required to be able to communicate with, motivate, and/or change behavior of others in the satisfactory performance of duties and responsibilities.

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