

# Job Description



Johnson County Government  
Department of Human Resources

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**Job Title:** Disease Investigator      **Job Code:** 903220      **Job Family:** Direct Care  
**Pay Grade:** JC.16.17      **FLSA:** Exempt      **EEO:** Professionals  
**Department/Agency:** Countywide      **Position Number(s):** Multiple  
**Recommended Position Title(s):** Disease Investigator

## The following Core Competencies apply to everyone and are essential to all County jobs:

- Accountability – Follows-up on and meets commitments, takes ownership for work, and possesses a strong ability to stay focused on individual, department, and County results.
- Communication – Clearly and effectively expresses ideas and thoughts (verbally and in writing); listens actively.
- Customer Focus & Public Relations – Builds positive internal and external customer relationships; is committed to customer satisfaction; assumes responsibility for solving customer problems and ensures commitments to customers are met.
- Initiative – Independently acts to resolve problems and provide solutions; seeks out new responsibilities; generates new ideas; practices self-development.
- Safety – Understands and supports safety standards as required by the job; keeps the workplace clean and safe.
- Teamwork – Encourages and facilitates cooperation, pride, and trust among the team; fosters commitment and team spirit; works cooperatively with others to achieve overall goals.

## Essential Duties:

- Monitors and analyzes data pertaining to health related outbreaks; investigates communicable diseases and implements control and preventative measures to reduce the impact in the community.
- Communicates findings of investigations and makes recommendations regarding adjustments to programs, protocols, and policies; monitors and reports incidents of health related outbreaks to local and state health agencies.
- Assists with compiling information to develop training and educational resources; educates and trains healthcare workers, patients, and the public about infectious and communicable diseases and the methods of transmission and prevention; responds to inquiries regarding outbreaks and methods of prevention.

## Supervisory Responsibilities:

- Yes  No This position is also responsible for the supervision and leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

***Duties and responsibilities, as required by business necessity may be added, deleted or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Scheduling and shift assignments and work location may be changed at any time, as required by business necessity.***

## Minimum Job Requirements:

Bachelor's degree in Biology, Epidemiology, Public Health, Nursing, or related science is required. May require KS/MO driver's license, depending on department or agency.

***Johnson County Government requires reference/background screening for all positions. Specified criteria may vary by Department/Agency.***

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## **Preferred Job Requirements:**

One year experience in epidemiology, communicable disease, and disease investigation in a public health environment or related setting is preferred.

## **Education/Experience Substitutions:**

Yes  No Experience may be substituted for degree.

Yes  No Education may be substituted for experience.

## **Physical, Environmental, and Special Working Conditions:**

All County employees may be called upon to assist other departments in a declared emergency situation.