



**HARDIN COUNTY
HUMAN RESOURCES DEPARTMENT
MELINDA HERRINGTON, DIRECTOR**

POSTING OF AVAILABLE POSITION

TITLE OF POSITION: Director- Health Services

JOB DESCRIPTION: Directs and oversees all operations of the Hardin County Health Services Department, including Immunizations, Health Inspections, Public Health Emergency Preparedness; Performs advanced duties related to Public Health Preparedness, grant management and staff supervision. Prepares and manages all departmental budgets.

QUALIFICATIONS: Bachelor's Degree preferred. Knowledge of advanced principles and practices of Public Health, pertinent local, state and federal codes, statutes, and regulations. Must communicate effectively orally and in writing. Must be able to follow all policy and procedures while maintaining cooperative relationships countywide and throughout the region.

SALARY: Depends on Experience

BENEFITS: Fringe benefit package

Signed and completed applications must be submitted to: HR@hardincountytx.gov

****This position is funded by one or more State grant(s). Continuation of this position is contingent upon renewal of the grant(s).***

Applicants may be contacted for an interview. All information is confidential.

Applications will be accepted by HR until the position is filled or until HR is directed to close the job posting

AN EQUAL OPPORTUNITY EMPLOYER