

**BUTLER COUNTY COMMISSIONERS PERSONNEL OFFICE  
ANNOUNCEMENT OF VACANCY**

**Posting Date:** 9/28/2020

**Response Deadline:** until filled

<b>Agency:</b> Butler County Care Facility	<b>Job Title:</b> Charge Nurse (RN or LPN)
<b>Classified</b> <input checked="" type="checkbox"/> <b>Unclassified</b> <input type="checkbox"/>	<b>Bargaining Unit</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
<b>Overtime Exempt</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	<b>Wage:</b> provided upon request, signing bonus
<b>Work Location:</b> 1800 Princeton Rd., Hamilton	<b>Hours of Work:</b> 7:00 pm to 7:00 am (with shift differential)

**Essential Functions:**

- Ensure that all nursing personnel assigned to you comply with the written policies and procedures established by this facility.
- Meet with your assigned nursing staff, as well as support personnel, in planning shifts' services, programs, and activities.
- Monitor assigned personnel to ensure that they are following established safety regulations in the use of equipment and supplies.
- Cooperate with inter-departmental personnel, as well as other Facility personnel to ensure that nursing services can be adequately maintained to meet the needs of the residents.
- Make written and oral reports/recommendations concerning the activities of assigned shift, as required.
- Check each resident routinely to ensure that his/her personal care needs are being met in accordance with his/her wishes and Facility standards.
- Complete and file required recordkeeping forms/charts in an informative and descriptive manner that reflects the care provided to the resident, as well as the resident's response to the care.
- Perform special treatments as instructed.
- Attend and participate in scheduled training and educational classes to maintain current certification(s).
- Review care plans daily to determine if changes in the resident's daily care routine have been reflected on the care plan.
- Inform supervisor of any changes in the resident's condition so that appropriate information can be entered on the resident's care plan.
- May be required to assist in the evacuation of residents during emergencies.
- Additional duties as assigned

**Required Qualifications:**

- Must be a licensed Nurse in accordance with the laws of the State of Ohio.
- Must be a supportive team member, contribute to and be an example of team work and the team concept.

- Must possess the ability to deal tactfully with personnel, residents, family members, visitors, government agencies/personnel and the general public.
- Must be willing to seek out new methods and principles and be willing to adapt and incorporate them into existing nursing practices.
- Must be able to relay information concerning a resident's condition, in accordance with HIPAA regulations and Facility policies.
- Must function independently and have flexibility, personal integrity and the ability to work effectively with residents, personnel and supporting agencies.
- Must meet the general health requirements set forth by the policies of this Facility, which include a medical examination.
- Must be able to relate to and work with a resident population of those living with physical or mental illness and or disabilities, the elderly and their families.
- Must be able to push, pull, move, and/or lift a minimum of 25 pounds to a minimum height of 5 feet and be able to push, pull, move, and/or carry such weight a minimum distance of 50 feet. Must be able to walk and stand for consistent periods as well as bending, twisting and reaching.

**Benefits**

A generous benefits package is offered, including 10 paid holidays, medical (employer pays approximately 80% of premium), Employer contribution to HSA \$600 single/\$1,200 family, dental (employer pays 50% of premium), OPERS retirement, \$20,000 employer paid life insurance, multiple voluntary benefit offerings, deferred compensation plans with Roth 457 option, signing and referral bonuses.

**Selection Procedure:** Resumes and Interviews

**Submit Cover Letter and Resume to:**

Butler County Commissioners Personnel Office  
 315 High Street, Suite 640  
 Hamilton, OH 45011  
 or by email to: [resumes@bcoho.us](mailto:resumes@bcoho.us) \*

(\*YOU MUST INDICATE JOB TITLE IN SUBJECT LINE.)

BUTLER COUNTY WILL CONSIDER INTERNAL APPLICANTS PRIOR TO EXTERNAL APPLICANTS

Pursuant to the ADA Amendments Act of 2008, Butler County will consider all qualified applicants for employment, including persons with disabilities. The applicant must be able to perform the essential functions of this job with or without reasonable accommodation. Upon the request of any qualified applicant, this office will evaluate any reasonable accommodation that may be needed to enable a disabled person to participate in the application process or perform these essential duties.

**AN EQUAL OPPORTUNITY EMPLOYER**