



NORTHAMPTON COUNTY HEALTH DEPARTMENT

October 13, 2025

Public Health Nurse II – General Clinic

Position number 511-50-163

Salary Grade 72

Normal Hiring Range: \$68,000.00 – \$70,000.00

Salary offers will be commensurate with experience, education, and equity with others in the agency upon hire. Local government entities may not offer salary levels outside of the posted salary range for each job posting.

Deadline for Applying: until filled

[MUST SUBMIT STATE APPLICATION PD-107](#)

Northampton County is an Equal Opportunity Employer and Hires Only U.S. Citizens and Lawfully Admitted Aliens.

Northampton County is a Drug-Free Workplace. All Candidates Will Be Subject to Background Checks/Drug Testing as a Condition of Employment

Compensation Package: Northampton County offers competitive benefits including paid group medical insurance for employee, paid life insurance coverage for employee, NC Local Government Employees Retirement System membership, vacation and sick leave, and thirteen paid holidays. Other voluntary group benefit options are available including dental insurance, vision insurance, Supplemental insurances such as critical illness coverage, hospital indemnity, accident insurance, additional life insurance, 401(k) and flexible spending accounts. Hours are from 8:30 to 5:00 Monday through Friday.

Primary Purpose of Organizational Unit:

To coordinate health care clinics available to walk-in patients requesting services offered outside of other designated clinics. The PHN II will perform duties in all areas of the health department and support all other nursing program coordinators in their functions. The primary assignment will be general clinic. This position will act as the Lead Nurse for the Immunization Program in the Health Department.

Knowledge, Skills and Abilities:

Considerable knowledge of and skill in the application of nursing theory, practices, principles and techniques employed in the field of public health and related programs; considerable knowledge of and ability to apply the principles of public health; considerable knowledge of available resources and organizations and the ability to coordinate these as needed; general knowledge of current social and economic problems relating to public health. Ability to deal tactfully with others and to exercise good judgment in appraising situations and making decisions; ability to secure the cooperation of clients, to elicit needed information and to maintain effective working relationships; ability to record accurately services rendered and to interpret and explain records, reports and medical instructions.

Required Minimum Training:

Graduation from a four-year college or university with a B.S. in Nursing which includes a Public Health Nursing rotation and one year of Public Health Nursing experience; or Master's in Public Health and graduation from a school of professional nursing and one year of professional nursing experience; or graduation from a school of professional nursing and one year of professional nursing experience or an equivalent combination of training and experience.

Other required training includes Adult Health Assessment, HIV Counseling and Testing, CPR, STD Training and Incident Command/NIMS courses.

Administering the Class - Individuals employed in a local Health Department without a B.S. Degree which includes a Public Health Nursing rotation or a Master's in Public Health, will be required to complete the "*North Carolina Credentialed Public Health Nurse*" course within one year of employment as a condition of continued employment in accordance with Health Services Commission Rule 10 NCAC 46.0301.

Required Licensures:

A current license to practice as a Registered Nurse in North Carolina by the N.C. Board of Nursing, a current CPR certification and valid North Carolina driver's license.

Application Process:

Interested applicants must submit a completed State Application (PD 107) and official college transcripts along with three work-related reference contacts. Applications may be submitted via e-mail to cheryl.warren@nhcnc.net, or postal mail to:

Northampton County Health Department
Att: Cheryl Warren
P.O. Box 635
Jackson, NC 27845

Selection Process:

Includes review of qualifications, structured interviews, reference checks on qualified applicants and completion of a pre-employment drug screen.

Special Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA. Examples of work are primarily essential functions of the majority of positions in this class.