

Personnel and Civil Service

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Bethany O'Rourke Personnel Officer



NOTICE OF VACANCY DENTAL HYGIENIST

Date of Issue: 12/18/19: The work involves performing dental hygiene services for patients in the Public Health Dental Program. In collaboration with a Dentist, an incumbent is responsible for rendering oral hygiene services and education. The classification assists in operative and surgical cases and other dental procedures, as well as assisting with the evaluation of patients' oral and general health. An incumbent receives general supervision from the Dental Health Coordinator. May direct the work of Dental Assistants. Does related work as required.

The title of Dental Hygienist is **Competitive**, requiring applicants to meet minimum qualifications established for the position. **An examination is anticipated in 2020.** Pending a criminal background check*, a provisional appointment may be made to this position. Permanent appointment will be dependent upon participation in the examination AND being reachable from the resulting eligible list.

Status: Provisional pending permanent appointment from an eligible list
Work Hours: Full-time, days; 35 hours / week
Salary: \$38,758 (CSEA SG VIII); Benefit package available including: health, dental and vision insurance, paid leave time, NYS Retirement System, Deferred Compensation Plan
Location: Tioga County Department of Public Health

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited or New York State registered college or university with an Associate's degree or higher in Dental Hygiene.

SPECIAL REQUIREMENTS:

- A license to practice as a Dental Hygienist issued by the New York State Education Department at the time of application and possession of such license at the time of permanent appointment and for the duration of employment;
- Possession of a current CPR certification at the time of appointment and maintain for the duration of employment;
- Must possess a valid driver's license at the time of appointment and maintain such license for the duration of employment;
- Must be available in the event of a public health emergency.

APPLY ONLINE "Online Application Tool": <https://www.tiogacountyny.com/departments/personnel-civil-service/>

Applications may also be obtained in the Personnel Department during office hours (Mon.-Fri. 9-5)

Apply by: Applications will be accepted until position has been filled.

Tioga County applications are available on our website. Resumes may be submitted but MUST accompany an application. Applicants MUST clearly describe education and/or work and volunteer experience to explain how they meet the minimum qualifications for the position. Omissions or vagueness will not be interpreted in an applicant's favor.

*Criminal background checks will be conducted upon a conditional offer of employment. Depending upon the position sought, conviction of a felony, misdemeanor or other offense may bar appointment. At the discretion of the appointing authority, additional screenings may include but will not be limited to: fingerprinting, psychological, and or drug testing. If requested, a candidate will be required to authorize access to educational, employment, financial, or other records.