

## Job Description

**Job Title:** Infectious Diseases Epidemiologist  
**Employer:** State of Indiana Department of Health

**Location:** Indianapolis, IN  
**Full/Part Time:** Full Time  
**Regular/Temporary:** Regular  
**Compensation:** Minimum of \$41,574  
**Submission Deadline:** Jan 24th, 2016  
**Email Resume to Dawn Hay:** [dhay@spd.in.gov](mailto:dhay@spd.in.gov)

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Incumbent provides assistance and expertise for conducting enteric infectious disease surveillance, investigating enteric disease outbreaks, recommending control measures and analyzing and interpreting infectious disease data. The incumbent serves as a subject matter expert on enteric diseases for internal and external stakeholders and serves as an agency Duty Officer and Epidemiologist-on-Call for two biweekly periods each year. This position serves as a member of the infectious disease monitoring team and will require some work after normal business hours as well as some weekends.

### Responsibilities:

- Coordinates enteric disease surveillance, investigation, prevention and control activities and ensures that case information is accurate, complete and reported in a timely manner;
- Assists with the development, preparation, review and distribution of procedures and protocols for enteric and various infectious disease investigations;
- Provide guidance to ISDH program areas, field staff, local health departments, health care providers, schools, child care settings and others during infectious disease outbreaks.
- Serve as a subject matter expert for health care providers, local health department staff and the general public for enteric and infectious diseases;
- Analyze data gathered during epidemiologic investigations using appropriate statistical methods and computer software;
- Prepare articles for publication and serve as a media spokesperson when necessary;
- Develop and provide assistance in the development of research projects and special studies;
- Analyze data and prepare and distribute reports and feedback to healthcare providers, local health departments and other partners;
- Perform other duties as required.

**Preferred Experience:**

Four (4) years of experience in epidemiology or public health; plus a Bachelor's degree in a Biological Science, Chemistry, an Environmental or Health Science, Mathematics, Nursing, Pharmacology, Public Health, a Social Science, Statistics, Toxicology, or a closely related area from an accredited college. A combination of experience and accredited graduate/doctoral education in Epidemiology and/or the areas listed may be considered.

- Broad knowledge of principles and practices of public health infectious diseases, especially those applicable to the identification and control of enteric and infectious diseases;
- Thorough knowledge of principles, practices and investigative procedures of infectious disease epidemiology;
- Advanced knowledge of statistical procedures used in data analysis;
- Thorough ability to initiate, conduct and report on epidemiological studies relating to various communicable diseases;
- Broad knowledge of federal, state and local laws, rules, regulations and policies relating to communicable diseases;
- Advanced ability to provide technical assistance to medical practitioners, hospital staff, public health officials, agency staff, businesses and lay individuals;
- Ability to effectively communicate with health care professionals, state and local officials, public health officials, the media and lay individuals verbally and in writing individually or in group settings;
- Ability to coordinate and maintain effective working relationships with various internal and external customers and stakeholders.
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**Benefits:**

The State of Indiana offers a comprehensive benefit package which includes medical, dental, vision, life insurance, retirement plans and accrued leave.

**Equal Employment Opportunity:**

The State of Indiana is an Equal Opportunity Employer.