EMPLOYMENT OPPORTUNITY
REASSIGNMENT ONLY

CLASS: 2119

TITLE: Health Care Analyst

SALARY: $3713 – $4513/Biweekly

DEADLINE: 1/20/2023

POSTED: January 13, 2023

The Department of Public Health is accepting reassignment applications in:

POSITION(S): Three (3) Full Time (40 hrs./week)

LOCATION: BHS - Residential System of Care 1380 Howard St., SF CA 94103

SHIFT: M-F, 8am-5pm

APPOINTMENT TYPE: Current Permanent Civil Service (PCS). Reassignment.

***ONLY CURRENT SF DEPARTMENT OF PUBLIC HEALTH EMPLOYEES IN PERMANENT CIVIL SERVICE CLASS 2119 Health Care Analyst MAY APPLY. ***

SPECIAL CONDITION(S): None

ESSENTIAL DUTIES: The duties of this position are typical of those found within the class specification. A copy of which can be found at this link: https://careers.sf.gov/classifications/?classCode=2119

APPLICATION PROCEDURE: Interested individuals must submit a completed Reassignment Application Form to Brenda Medina, HR Analyst, Attn: 2119hr2 Reassignment, 101 New Montgomery 4th floor San Francisco, CA, email: DPH-CO-PositionControl@sfdph.org and brenda.medina@sfdph.org or fax: 4155542855 by 1/20/2023. Applicants with disabilities requiring accommodation during the interview process may contact the person/department listed. www.sfdph.org

The Department of Public Health is an Equal Opportunity Employer. Women, Minorities, and Persons with Disabilities are encouraged to apply.

Civil Service Rule 114.6 states employees may advance from part-time to full-time after one year of continuous permanent satisfactory service in a part-time only position. The senior appointee in a class in the department may be advanced by the appointing officer to a full-time position. Advancement from a part-time position shall require a new probationary period. To submit interest under Civil Service Rule 114.6, please review SFDPH’s reassignment postings at: Internal Opportunities and Reassignments. When reassignment announcements are posted, you may apply for consideration, along with other full-time reassignment candidates.

The Department of Public Health (DPH) is implementing a unified Electronic Health Record (EHR) system and DPH employees must demonstrate competency in the use of the system that is appropriate for their classification as a condition of employment.

FINAL /1 vacancy (FT) Pos No 01151949
REASSIGNMENT APPLICATION

Last Name: ______________________ First Name: ______________________ DSW: ________

Current Contact Information:

Phone: ______________________ Email Address: ______________________

Street Address: ______________________

City: ______________________ State: ____________ Zip: ____________

Are you a Current Permanent Civil Service (PCS) employee at the Department of Public Health in:

| Class No. / Title | 2119 Health Care Analyst |

☐ YES (If yes, continue below) ☐ NO (If no, stop at this point - Reassignment does not apply to you.)

Yes, I am currently employed at one of the following locations: (check one):

☐ LHH ☐ ZSGH ☐ Central Office Site (☐ Primary Clinics / ☐ Jail Health Services / ☐ PHP / ☐ BHS)

Yes, I am interested in being reassigned to the position located at:

BHS - Residential System of Care 1380 Howard St., SF CA 94103

as indicated on the posted on: Class / Title: 2119 Health Care Analyst Job recruitment

(Date)

(Please attach a copy of the recruitment with your submission of this form.)

Signature: ______________________ Date: ______________________

Return this Reassignment application and a Resume before the COB deadline of 1/20/2023 to:
Brenda Medina, HR Analyst
ATTN: 2119hr2 Reassignments
DPH-HR 101 New Montgomery 4th floor San Francisco, CA
E-mail: DPH-CO-PositionControl@sfdph.org, and brenda.medina@sfdph.org
FAX: 4155542855
PHONE: 6282177116
FINAL /1 vacancy (FT)
Pos No. 01151949