EMPLOYMENT OPPORTUNITY

REASSIGNMENT ONLY

<table>
<thead>
<tr>
<th>CLASS:</th>
<th>2119</th>
<th>TITLE:</th>
<th>Health Care Analyst</th>
</tr>
</thead>
<tbody>
<tr>
<td>SALARY:</td>
<td>$3,528 – $4,288/ Biweekly</td>
<td>DEADLINE:</td>
<td>March 25, 2022</td>
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<tr>
<td>POSTED:</td>
<td>March 18, 2022</td>
<td>POSTED:</td>
<td>March 18, 2022</td>
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The Department of Public Health is accepting reassignment applications in:

**POSITION(S):** One (1) Full Time (40 hrs/week)

**LOCATION:** Central Administrations - Communications - Public Records
101 Grove Street, San Francisco, CA 94102

**SHIFT:** Regularly Mondays - Fridays; shift ranges from 8:00am-4:30pm or 8:30am -5:00pm

**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://www.jobapscloud.com/SF/specs/classspecdisplay.asp?ClassNumber=2119](https://www.jobapscloud.com/SF/specs/classspecdisplay.asp?ClassNumber=2119)

APPLICATION PROCEDURE: Interested individuals must submit a completed Reassignment Application Form to: Anna D. Duong, HR - Operations Division, Attn: 2119hr5 Reassignment, 101 Grove St., Room 210, San Francisco, CA 94102, email: DPH-CO-PositionControl@sfdph.org or fax: (415) 554-2855 by 3/25/2022. Applicants with disabilities requiring accommodation during the interview process may contact the person/department listed. [www.sfdph.org](http://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](http://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 01123351
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:
☐ Central Administrations - Communications - Public Records - 101 Grove Street, San Francisco, CA 94102

Class / Title: ______________

as indicated on the Job recruitment posted on: ______ (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 3/25/2022 to:
Anna D. Duong, HR Analyst
ATTN: 2119hr5 Reassignment
DPH-HR 101 Grove St., Room 210, San Francisco, CA 94102
E-mail: DPH-CO-PositionControl@sfdph.org
FAX: (415) 554-2855
PHONE: (415) 554-2587
FINAL /1 vacancy (FT)
Pos No. 01123351