



City and County of San Francisco  
London N. Breed  
Mayor

## San Francisco Department of Public Health

Grant Colfax, MD  
Director of Health

### EMPLOYMENT OPPORTUNITY REASSIGNMENT ONLY

|                |                                   |                  |                               |
|----------------|-----------------------------------|------------------|-------------------------------|
| <b>CLASS:</b>  | <b>2548</b>                       | <b>TITLE:</b>    | <b>Occupational Therapist</b> |
| <b>SALARY:</b> | <b>\$47.8875–\$67.4250/Hourly</b> | <b>DEADLINE:</b> | <b>January 21, 2022</b>       |
|                |                                   | <b>POSTED:</b>   | <b>January 14, 2022</b>       |

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The Department of Public Health is accepting reassignment applications in:

**POSITION(S):** One (1) Per Diem, as needed position  
**LOCATION:** Rehabilitation Dept. - Laguna Honda Hospital  
375 Laguna Honda Blvd., San Francisco, CA 94116  
**SHIFT:** 8-4:30 PM; Monday-Friday, including Saturday or Sunday depending on operational needs

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

**\*\*\*ONLY CURRENT SF DEPARTMENT OF PUBLIC HEALTH EMPLOYEES IN PERMANENT CIVIL SERVICE CLASS 2548 Occupational Therapist 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=2548>

**APPLICATION PROCEDURE:** Interested individuals must submit a completed Reassignment Application Form to: Windy Cherry, HR - Operations Division, Attn: 2548hr1 Reassignment, 375 Laguna Honda Blvd., 1st Floor, Room B100, San Francisco, CA 94116, email: [windy.cherry@sfdph.org](mailto:windy.cherry@sfdph.org) or fax: (415) 759-3365 by **1/21/2022**. 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](#). 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 01140855



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## 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 | **2548 / Occupational Therapist**

**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:

Rehabilitation Dept. - Laguna Honda Hospital - 375 Laguna Honda Hospital, San Francisco, CA 94116

Class / Title: **2548 / Occupational Therapist**

(Date)

as indicated on the Job recruitment posted on: \_\_\_\_\_  
(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 **1/21/2022** to:

Windy Cherry, HR Analyst  
ATTN: 2548hr1 Reassignment  
DPH-HR 375 Laguna Honda Blvd., 1st Floor, Room B100, San Francisco, CA 94116  
E-mail: [windy.cherry@sfdph.org](mailto:windy.cherry@sfdph.org)  
FAX: (415) 759-3365  
PHONE: (415) 759-3090  
FINAL /1 vacancy (FT)  
Pos No. 01140855