



San Francisco Department of Public Health

Grant Colfax, MD
Director of Health

City and County of San Francisco
London N. Breed
Mayor

EMPLOYMENT OPPORTUNITY REASSIGNMENT ONLY

| | | | |
|----------------|-----------------------------------|------------------|-----------------------------------|
| CLASS: | 2604 | TITLE: | <u>Food Service Worker</u> |
| SALARY: | \$2,174- \$2,773/ Biweekly | DEADLINE: | October 4, 2024 |
| | | POSTED: | September 27, 2024 |

The Department of Public Health, Human Resources, is accepting reassignment applications in:

POSITION(S): One (1) Full-time(1 FTE) Food Service Worker

LOCATION: Laguna Honda Hospital and Rehabilitation Center, 375 Laguna Honda Blvd., San Francisco, CA 94116

SHIFT: FNS operates 7 days a week from 5am-9pm. 8 hour shift depending the needs of the department; days off are consecutive, varies.

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

****ONLY CURRENT SF DEPARTMENT OF PUBLIC HEALTH EMPLOYEES IN PERMANENT CIVIL SERVICE CLASS 2604-Food Service Worker MAY APPLY. *****

SPECIAL CONDITION(S): None

ESSENTIAL DUTIES: The duties of this position are typical of those found within the class specification, which can be found at: <https://careers.sf.gov/classifications/?classCode=2604>

APPLICATION PROCEDURE: Interested individuals must submit a completed Reassignment Application Form to: Roger Law, LHH, HR - Operations Division, Attn: 2604 hr13 Reassignment, 375 Laguna Honda Blvd, 1st Floor, Room B100, San Francisco, CA 94116, email: roger.law@sfdph.org or fax: 415-759-3365 by **September 6, 2024**. 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 vacant (FT) Pos No 01112706



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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 | **2604-Food Service Worker**

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:

LHH

| | |
|----------------|---------------------------------|
| Class / Title: | 2604-Food Service Worker |
|----------------|---------------------------------|

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 **September 6, 2024** to:

Roger Law, HR Analyst
ATTN: **2604** hr13 Reassignment
DPH-HR 375 Laguna Honda Blvd., 1st Floor, Room B100, San Francisco, CA 94116
FAX: 415-759-3365
PHONE: 415-759-3064
FINAL / 1 vacant (FT) Pos No 01112706