

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: DOH0729699

DATE POSTED: 12/22/14

POSITION NO: 942718

CLOSING DATE: 02/06/15

POSITION TITLE: Registered Nurse

DEPARTMENT NAME / WORKSITE: Department of Behavioral Health Services/Shiprock, New Mexico

WORK DAYS: Monday-Friday REGULAR FULL TIME:  GRADE/STEP: AB66A-AB66F

WORK HOURS: 80 PART TIME:  NO. OF HRS./WK.: \_\_\_\_\_ \$ \*DOE PER ANNUM

SEASONAL:  DURATION : \_\_\_\_\_ \$ \*DOE PER HOUR

TEMPORARY:  \_\_\_\_\_

**DUTIES AND RESPONSIBILITIES:**

Provides professional nursing care to a specified population of patients in a treatment center or in an inpatient setting; observes, assesses and documents symptoms, reaction and progress of patient treatment; administers prescribed medications and assures security of medication; monitors and ensures fidelity of medication administration procedures; maintains health records by documenting observations, nursing interventions and therapeutic measures administered, maintains confidentiality of patient records; instructs patients, staff and family members on proper health care; completes initial assessments and treatment plans of all admissions; develops initial treatment plan.

Works as a member of a multidisciplinary team in the Residential Treatment Center and community; maintains services prescribed by a physician; conducts epidemiological investigations; triages and provides emergency treatment according to the status of patient and level of care needed; prepares equipment and assists physician during examination and treatment; arranges for immunizations, blood pressure, testing and other health screenings.

**QUALIFICATION REQUIREMENTS: (Education, Experience and Training)**

**Minimum Qualifications:**

A Bachelor's degree in Nursing; and three (3) years of substance abuse or psychiatric treatment center experience, one (1) year of which must have been in a supervisory capacity.

**Preferred Qualifications:**

- A Master's degree in Nursing.
- Basic Life Support training.

**Special Requirements:**

- A favorable background investigation
- Possess licensure as a Registered Nurse (R.N.) in one of the following states: Arizona, New Mexico, Utah or Colorado.

***(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)***

**Special Knowledge, Skills and Abilities:**

Knowledge of professional nursing principles, practices and procedures required to provide nursing care to patients with a wide variety of conditions; knowledge of appropriate procedures and standards for the administration of medication and patient care; knowledge and skill in operating specialized medical equipment; knowledge of health records aspects of patient care; knowledge of a variety of human behavior during stressful situations in order to exercise emotional control, tact, patience and reliability in carrying out patient care; knowledge of patient evaluation and triage procedures.

Skill in providing comprehensive nursing care and skill in establishing and maintaining effective working relationships.

Ability to plan, implement and evaluate individual patient care programs; ability to recognize adverse signs and symptoms which are not always apparent and to act promptly in emergency situations including the implementation of life saving techniques; ability to accurately and completely document related clinical data relating to the patient; ability to provide individual and family counseling, guidance and health education; ability to maintain quality safety and/or infection control standards.

**<<A favorable background investigation is required>>**

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.**