

**PLEASE POST CONSPICUOUSLY  
JOB VACANCY ANNOUNCEMENT - NUMBER 26-083**

THIS POSITION WILL BE FILLED IN ACCORDANCE WITH THE C.S.E.A. COLLECTIVE BARGAINING AGREEMENT. SHOULD A NON-COUNTY EMPLOYEE BE HIRED FOR THIS POSITION, THEY WILL BE REQUIRED TO UNDERGO DRUG AND ALCOHOL TESTING AT A COST OF \$75.00 PRIOR TO RECEIVING THE APPOINTMENT. IF TESTING IS FOUND TO BE NEGATIVE THE MONEY WILL BE REFUNDED.

**POSITION: PUBLIC HEALTH SPECIALIST (HELPS PROGRAM)**

**LOCATION: STEUBEN COUNTY PUBLIC HEALTH & NURSING SERVICES**

**SALARY: \$61,669 – \$76,397 ANNUALLY, DEPENDING ON EXPERIENCE**

**MINIMUM QUALIFICATIONS**

Graduation from high school or possession of an equivalency diploma and either:

- (a) Graduation from a regionally accredited or New York State registered college or university with a Masters' degree in Public Health, Public Administration, Healthcare Administration, Business Administration, Education, Nursing, or closely related field. Or;
- (b) Graduation from a regionally accredited or New York State registered four year college or university with a Bachelor's Degree in Public Health, Public Administration, Healthcare Administration, Business Administration, Education, Licensed Registered Professional Nursing, or closely related field and two years of experience working in Public Health / health education programs that include quality improvement and quality assurance or worksite wellness.

**SPECIAL REQUIREMENT(S)**

Possession of a valid New York State Driver's license is required at time of appointment and must be maintained on a continuous basis throughout the term of appointment.

***NOTE: Only members of this bargaining unit have preference for these positions.***

**TO APPLY:** Complete APPLICATION FORM on or before **July 30, 2026** and submit to:

**Nathan A. Alderman, Personnel Officer  
Steuben County Department of Personnel and Civil Service  
3 East Pulteney Square, Bath, New York 14810**

If you are a County employee, so note. Failure to do so will result in your disqualification. **If you are a County employee and hold a position in this grade in a different title or a position in a higher grade, you will be required to serve a new 8 to 26 week probationary period and will not automatically retain any rights to your previous position. If you are currently serving in the same title in a different department (Transfer), in a lower grade title in the same department, (Intradepartmental Promotion), or in a lower grade title in a different department (Interdepartmental Promotion) you will be required to serve a 12 week probation period but will retain rights to your previous position.**

The APPLICATION FORM must be submitted as directed above. APPLICATION FORMS submitted after this date will not be considered for this vacancy. The APPLICATION FORM MUST be complete. Vagueness and ambiguity will NOT be resolved in the applicant's favor.

APPLICATION FORMS may be obtained from Adam Buck, C.S.E.A Unit President, the Steuben County Website, the Steuben County Employee Bulletin Board, or from the Personnel Department.

**STEUBEN COUNTY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

**WHEN MAKING OUT THE APPLICATION FORM, PLEASE APPLY FOR:**

**ANNOUNCEMENT NUMBER 26-083  
ISSUED: July 16, 2026**