

VACANCY ANNOUNCEMENT

REGISTERED NURSE (RN) – FULL-TIME

LOCATION: National Zoo, Washington D.C. | **REQUISITION NUMBER:** 2021-150

GBX Consultants, Inc. is accepting resumes for a full-time Registered Nurse. The RN will provide daily health exams and emergency first aid services to Smithsonian employees, visitors and affiliates. The RN also monitors patients, administers medications and provides immunizations, keeps records, consults with healthcare providers, and promotes optimal health.

CONDITIONS OF EMPLOYMENT PER GOVERNMENT CONTRACT:

- 1) MUST COMPLETE A NIOSH CERTIFICATION FOR CONDUCTING PULMONARY FUNCTION SCREENING TO MEET THE NATIONAL INSTITUTE FOR OCCUPATIONAL SAFETY AND HEALTH (NIOSH) REQUIREMENTS.**
- 2) BE A U.S. CITIZEN.**
- 3) SUCCESSFULLY UNDERGO A BACKGROUND INVESTIGATION (NATIONAL AGENCY CHECK).**

This position is open to all interested candidates who meet the minimum requirements.

OPENING DATE: December 23, 2021

LOCATION: Washington, DC

STARTING DATE: January 2022

CATEGORY: Full-Time, Exempt

ESSENTIAL FUNCTIONS AND RESPONSIBILITIES

- Prepare the Occupational Health Services (OHS) Clinics for the daily exams by having the necessary forms, clipboards, folders, equipment and supplies prepared, tested and available.
 - Gather and document, using a standardized template or form, occupational and environmental health histories and employees' statements of injuries and/or symptoms of illnesses and appropriately refer workers for further evaluation.
 - Provide first aid services to include cleaning and dressing wounds, administer first aid and cardiopulmonary resuscitation (CPR).
 - Provide immunizations for travel and zoonosis exposure groups, including securing informed consent for and administering adult vaccinations and understanding orders from the Medical Director.
 - Conduct workplace health screenings, to include:
 - Measure height, weight, heart rate, respirations, temperature, and blood pressure.
 - Perform blood glucose screening.
 - Perform pulmonary function screening.
 - Administer purified protein derivative (PPD) for tuberculosis (TB) skin testing.
 - Provide near, distant, and color vision screening.
 - Perform contact tracing of communicable diseases and conduct interviews with employees and visitors to determine exposure.
 - Responsible for conducting inventory of supplies and monthly ordering to replace supplies.
 - Responsible for checking equipment, vaccine refrigerator, batteries, and expiration dates.
 - Ensure Emergency/First Aid Bag is fully stocked, and all equipment is functional.
 - Answer the telephones appropriately and schedule appointments in the electronic scheduling system.
 - Perform administrative duties such as scanning and data entry into the electronic medical record.
 - Quality assurance activities to include checking or auditing medical records for purposes of accurate reports.
 - May assist in special projects as needed.
 - May participate in meetings, presentations, and conferences as assigned.
- Other duties as assigned.

QUALIFICATIONS

- Associates degree in Nursing or RN Diploma. Bachelor of Science degree in nursing (BSN) preferred.
- Current active RN license in good standing in any U.S. State or territory.
- Current certification in Basic Life Support (BLS).
- Five years of experience in an Immunization/Occupational Health/Public Health ambulatory care clinic.
- Practice nursing ethically, competently, and within the legal scope of their practices.
- Practice effective infection-control measures when providing direct care in a clinical setting.
- As directed by a supervising health care professional (RN, NP, MD, DO), maintain records within state and federal laws, ensuring confidentiality and privacy of health and personal information.
- Practice within budgetary constraints.
- Display excellent interpersonal skills.
- Must be keen observer of behavior and interpreter of non-verbal language, have excellent listening skills, possess an innate sensitivity to unspoken needs and be acutely attuned in gauging the comfort of the client.

TO BE CONSIDERED FOR THIS POSITION, PLEASE EMAIL *ONLY* YOUR RESUME AND COVER LETTER (*ANY OTHER DOCUMENTS SUBMITTED WILL NOT BE EVALUATED*) TO CAREERS@GBXCONSULTANTS.COM

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity or national origin. EOE/Minorities/Females/Vet/Disabled