

<b>Job Title</b>	Medical Professional (Nurse)
<b>PVN ID</b>	QC-1805-002487
<b>Category</b>	Instruction and Social Service
<b>Location</b>	QUEENS COLLEGE
<b>Department</b>	Commoner Center
<b>Status</b>	Part Time
<b>Hourly Rate</b>	\$35.00-\$40.00
<b>Hour(s) a Week</b>	18.00-21.00
<b>Closing Date</b>	Jul 09, 2018 (Or Until Filled)

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## General Description

**POSITION AVAILABLE-** LPN or RN (medical review, no direct care, P/T)

The Barry Commoner Center for Health and the Environment (BCCHE) is an environmental and occupational health research center located at Queens College within the City University of New York. Our center conducts an occupational screening program, which provides free medical screening examinations to former Department of Energy (DOE) workers. This screening exam consists of a physical exam, a breathing test, a chest x-ray, a hearing test and laboratory tests of blood and urine. The purpose of the medical screening program is to evaluate the health impact of work-related exposures to hazardous chemicals and radiation. We are seeking a licensed practical nurse (LPN) or registered professional nurse for around 20 hours per week to assist our program physicians in analyzing and communicating the screening exam results with remote program participants. This position does not involve direct patient care.

## JOB DESCRIPTION

1. Review of physical exam, chest x-ray, and laboratory tests of blood and urine for findings that require urgent follow-up. Communicate urgent findings with participants via letter and sometimes telephone.
2. Review and analysis of individual participant medical screening data. Edit results via letter for physician review.
3. Review of archived digital medical records

## Other Duties

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## Qualifications

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### **QUALIFICATIONS/REQUIREMENTS:**

LPN or RN

Proficiency with Microsoft Office (especially Word)

Willing to learn how to work with Filemaker database

Ability to work in a very organized and detail-oriented manner

**Salary:** P/T \$35-40 per hour for approx. 17.5-21 hours per week

**Hours:** P/T Monday through Friday with some flexibility

**Include cover letter and resume:**

BCCHE is an equal opportunity employer.