



**WEST AND SOUTH LOS ANGELES SERVICE PLANNING AREAS 5 AND 6  
MLK Center for Public Health  
11833 S. Wilmington Avenue  
Los Angeles, CA 90059**

**VACANCY ANNOUNCEMENT  
RN II**

Minimum Requirements

\*Lateral Transfer or on a reachable RN II list

Examples of Duties:

- Coordinates nursing activities and patient flow.
- Completes appropriate paperwork such as logs, reports and forms.
- Consults with clinician regarding medical management issues.
- Ensures the maintenance of emergency cart, pharmacy and clinic supplies.
- Reviews laboratory results and refers abnormal results to clinician.
- Assists in monitoring quality assurance, infection control and safety activities.
- May coordinate the patient's medical care with private physicians, public facilities and other health centers.

Desirable Qualifications

- Strong Communication and Leadership Skills
- Proficient using Microsoft Office applications (Word, PowerPoint, Excel)
- Ability to facilitate and lead a team
- Patient advocate
- Flexible and able to work independently
- Bilingual skills (Spanish a plus)

Interested applicants should send a current resume, last two performance evaluations, and employee time records to:

Yolanda Shaw, Secretary

Tel: (323) 568-8706

Fax: (323) 249-7874

**Interviewing is open until the position is filled**

**THIS IS NOT AN OFFICIAL EXAMINATION BULLETIN**

PLEASE POST

