



## **MISSISSIPPI STATE DEPARTMENT OF HEALTH**

The Mississippi State Department of Health's **Office of Workforce Development** is seeking to fill a **Training Specialist III** vacancy. The Mississippi State Department of Health's mission is to protect and advance the health, well-being, and safety of everyone in Mississippi.

The **Training Specialist III** will provide support and training to public health staff and other partners and stakeholders. This position will assist with programmatic subrecipient monitoring activities, develop and review reports, and other duties as assigned. This work involves analysis of gaps and educational needs of the nine public health districts and developing recommendations for corrective action to meet state and federal requirements. This position will also be responsible for assisting in developing, scheduling, and screening of educational and other related programming.

**Responsibilities:** Provide support for projects within the Office of Workforce Development, including, but not limited to, providing support to public health districts, public health staff, MSDH partners and stakeholders, programmatic subrecipient monitoring activities, report development, and related follow-up activities.

**Salary Range:** \$51,693.41 - \$70,561.51 Annually - Directly related experience and advanced education will be considered for additional salary increases beyond the starting salary.

**Location(s):** Hinds County (Travel throughout the state will be required.)

**Qualifications:** Typically requires a Bachelor's Degree and 4-6 years of relevant experience.

**How to Apply:** Interested applicants should submit: 1.) Cover letter indicating the location(s) for which he/she is applying; 2.) State of Mississippi Employment Application (<http://www.mspb.ms.gov/media/6595/application%20word%20template.pdf>) and resume to:

The Mississippi State Department of Health  
Office of Workforce Development  
Attn: Anderia Jones  
P.O. Box 1700, Jackson, MS 39215  
FAX (601) 576-8067

To learn more about the Mississippi State Department of Health, please visit our website @ <http://www.msdh.ms.gov>.

**MSDH is an Equal Opportunity Employer.**