



City and County of San Francisco
Daniel L. Lurie
Mayor

San Francisco Department of Public Health

Daniel Tsai
Director of Health

EMPLOYMENT OPPORTUNITY REASSIGNMENT ONLY

CLASS:	2312	TITLE:	Licensed Vocational Nurse
SALARY:	\$3405 – \$4138/Biweekly	DEADLINE:	4/25/2025
		POSTED:	4/18/2025

The Department of Public Health is accepting reassignment applications in:

POSITION(S): One (1) Full Time (40 hrs./week)

LOCATION: Children's Health Center 1001 Potrero Ave 4D/6M, San Francisco, CA 94110

SHIFT: Mondays—Fridays; shift ranges from 11:00am-7:30pm - Weekends 9-5:30 based on operational needs

APPOINTMENT TYPE: Current Permanent Civil Service (PCS). Reassignment.

*****ONLY CURRENT SF DEPARTMENT OF PUBLIC HEALTH EMPLOYEES IN PERMANENT CIVIL SERVICE CLASS 2312 Licensed Vocational Nurse MAY APPLY. *****

SPECIAL CONDITION(S): Spanish; Pediatric Experience 6 months

ESSENTIAL DUTIES: The duties of this position are typical of those found within the class specification. A copy of which can be found at this link: <https://careers.sf.gov/classifications/?classCode=2312>

APPLICATION PROCEDURE: Interested individuals must submit a completed Reassignment Application Form to Priscila Jimenez, HR Analyst, Attn: 2312hr10 Reassignment, 101 Grove Street, San Francisco, CA, email: DPH-CO-PositionControl@sfdph.org and priscila.jimenez@sfdph.org or fax: 4155542855 by **4/25/2025**. Applicants with disabilities requiring accommodation during the interview process may contact the person/department listed. www.sfdph.org

The Department of Public Health is an Equal Opportunity Employer. Women, Minorities, and Persons with Disabilities are encouraged to apply.

Civil Service Rule 114.6 states employees may advance from part-time to full-time after one year of continuous permanent satisfactory service in a part-time only position. The senior appointee in a class in the department may be advanced by the appointing officer to a full-time position. Advancement from a part-time position shall require a new probationary period. To submit interest under Civil Service Rule 114.6, please review SFDPH's reassignment postings at: [Internal Opportunities and Reassignments](#). When reassignment announcements are posted, you may apply for consideration, along with other full-time reassignment candidates.

The Department of Public Health (DPH) is implementing a unified Electronic Health Record (EHR) system and DPH employees must demonstrate competency in the use of the system that is appropriate for their classification as a condition of employment.

FINAL /1 vacancy (FT) Pos No 01035607



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REASSIGNMENT APPLICATION

Last Name: _____ First Name: _____ DSW: _____

Current Contact Information:

Phone: _____ Email Address: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Are you a **Current Permanent Civil Service (PCS)** employee at the Department of Public Health in:

Class No. / Title

2312 Licensed Vocational Nurse

☐ **YES** (If yes, continue below)

☐ **NO** (If no, stop at this point - Reassignment does not apply to you.)

Yes, I am currently employed at one of the following locations: (check one):

☐ LHH ☐ ZSGH ☐ Central Office Site (☐ Primary Clinics / ☐ Jail Health Services / ☐ PHP / ☐ BHS)

Yes, I am interested in being reassigned to the position located at:

1001 Potrero Ave 4D/6M, San Francisco, CA 94110

as indicated on the
posted on:

Class / Title:

2312 Licensed Vocational Nurse

Job recruitment

(Date)

(Please attach a copy of the recruitment with your submission of this form.)

Signature: _____

Date: _____

Return this Reassignment application and a Resume before the COB deadline of **4/25/2025** to:

Priscila Jimenez, HR Analyst

ATTN: 2312hr10 Reassignments

DPH-HR 101 Grove Street, San Francisco, CA

E-mail: DPH-CO-PositionControl@sfdph.org, and priscila.jimenez@sfdph.org

FAX: 4155542855

PHONE: 6282717343

FINAL /1 vacancy (FT)

Pos No. 01035607