

Job Vacancy Notice

Listing Number: BON 19-13
Starting Wage: Minimum \$3,500/Month

Posting Date: April 4, 2019
Closing Date: April 26, 2019

Texas Board of Nursing
333 Guadalupe, Suite 3-460
Austin, Texas 78701
(512)305-6801

POSITION TITLE: Investigator III
(2 Positions)

CLASSIFICATION NUMBER: 1352
GROUP: B16

WORK LOCATION ADDRESS: 333 Guadalupe, Suite 3-460 Austin, Texas

PERSON TO CONTACT: Mark Majek (mark.majek@bon.texas.gov)

DESCRIPTION OF DUTIES:

Will conduct investigation of alleged violations of the Nurse Practice Act and Board rules and regulations and participate in informal conferences and formal disciplinary hearings. Will participate in depositions, prepare cases for informal conferences and will recommend case disposition to the appropriate department supervisor and/or manager. See attached job description for further details.

GENERAL QUALIFICATION REQUIREMENTS:

Experience and Training: Ability to speak and write effectively and to maintain communications while enforcing rules and regulations. Knowledge of investigative methods and experience conducting investigations, writing investigative reports and testifying at hearings preferred. Two years experience or specialized training in areas related to agency mission. Must have a minimum of one year experience with computers and various word processing software (Word preferred).

Education: Minimum of a Bachelor's Degree in Criminal Justice, Sociology or related field from an accredited college or university.

Military Occupational Codes: Army: 31B, 31D, 35L, 35M, 311A, 31A Navy: EOD, FC, GM, IS, MA, SB, SO, 181X, 182X, 642X, 644X, 649X, 742X, 744X, 749X Coast Guard: IV, 401, 023, 024, 47, 84, INV, OAP12, OAP14 Marines: 5813, 5819, 5821, 5822, 5805, 7596 Air Force: 1NOX1, 3POX1, 7SOX1, 13CX, 13DX, 14NX, 31PX, 71SX

Please go to agency website at www.bon.texas.gov for an application and job description. Applications will be accepted through the Texas Workforce Commission - Work in Texas or at the above referenced addresses either by mail, email or in person through the closing date. Selected applicants will be notified as to further instructions regarding interviews. If an accommodation is needed, please call Mark Majek at (512)305-6801 (Voice), (512)305-7401 (FAX) or 1-800-RELAY-TX (TDD).

