



TOWN OF NEW MILFORD

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Director of Personnel
Gregory Bollaro, CLRP

The Town of New Milford Health Department is currently accepting applications for the temporary role of COVID – 19 Contact Tracer. This is an administrative position responsible for contacting and following up with community individuals who have been identified to have been exposed to a positive case of COVID -19. The position will be notifying the impacted individuals and identifying others with who the positive case has been in contact. The selected individual must clearly articulate the importance and requirements of quarantining and explain the parameters of what the quarantine entails clearly. This position will also interview positive cases to trace where they have been to identify all potential exposures. This is a fast-paced, critical position requiring strong communication skills and computer skills, including strong knowledge of Microsoft Excel and Google Sheets. The role is a long-term temporary position that will run through the pandemic, ending when the contact tracing requirement is no longer necessary. It is a non-union, temporary position in the New Milford Health Department in Town Hall.

Qualified and interested candidates should submit a town of New Milford employment application with current resume to personnel@newmilford.org

Open until filled.