

Harbor-UCLA Medical Center
Vacancy Announcement
Supervising Staff Nurse I
5 East Progressive Care Unit (PCU) and 5 West Renal Transplant Unit
Salary: \$7,549.12 - \$ 10,997.64 Monthly

Position Information: Harbor-UCLA Medical Center – 5 EAST PROGRESSIVE CARE UNIT (PCU) and 5 WEST RENAL TRANSPLANT UNIT (5WRTU) is currently seeking a highly qualified individual to fill the Supervising Staff Nurse I (SSN I) position to provide supervision and direction to the 5EPCU and 5WRTU nursing staff caring for patients in the Area. The SSN I reports directly to the Unit Nurse Manager. This vacant position is the night shift (11pm-7am).

Responsibilities include but are not limited to the following:

- ❖ Performs first level nursing and administrative supervisory functions.
- ❖ Assigns employees daily nursing tasks based on available skills and with consideration for the needs of each patient.
- ❖ Sets priorities and redirects employees to other tasks as the need arises.
- ❖ Oversees the work of nursing personnel and instructs them in providing care to ensure compliance with policies and procedures.
- ❖ Collaborates with a multidisciplinary group to ensure patient care is delivered in a safe and effective manner.
- ❖ Investigates and resolves patient, visitor or staff complaints in a timely manner, and reports findings to the nurse manager and upper management as required.
- ❖ Ensures compliance with standards of care and timeliness of assessments, reassessments, direct patient care and patient satisfaction.
- ❖ Provides nursing guidance and leadership to all the 5EPCU and 5WRTU staff.
- ❖ Completes written annual performance evaluationa a timely manner and discuss with the staff on schedule.
- ❖ Monitors staff compliance with licensure and credentials to maintain compliance.
- ❖ Participates in survey by regulatory agencies like the State (CMS) or The Joint Commission.

Desirable Qualifications:

- ❖ Minimum of three years recent acute care nursing experience
- ❖ Bachelor's Degree in Nursing or above from an accredited College/University
- ❖ Positive attitude, team-player with effective interpersonal & organizational skills
- ❖ Strong patient advocate with excellent verbal and written communication skills
- ❖ Excellent problem-solving skills and a high degree of initiative
- ❖ Flexibility and excellent ability to adapt and manage changing situations and changes in work flow
- ❖ Must be willing to be chemotherapy certified

Candidates must currently hold a permanent County of Los Angeles payroll title of Supervising Staff Nurse I to be considered for a transfer or are reachable on a DHS certification list to be considered for a promotion or as a new hire.

The most qualified candidates will be contacted for an interview. Interested candidates must submit a cover letter, resume, the last two performance evaluations, and a prime variance time report for the last two years, to:

Richard Guitche, RN (rguitche@dhs.lacounty.gov)
Alan Noel (alnoel@dhs.lacounty.gov)
Nurse Recruitment and Retention Center
Harbor-UCLA Medical Center
1000 West Carson Street, Building D3.5
Torrance, CA 90509
Phone: (323) 222-2512
Fax: (310) 787-0065

Resumes will be accepted until the needs of the department are met.

This is not a civil service examination

06/03/19