

DIETITIAN (OC)
NYS #65-476 RC/EL #23010

Examination to be held **January 28, 2023**; Last filing date **December 27, 2022**

A \$15 non-refundable application filing fee is required. A check or money order made payable to the Rockland County Commissioner of Finance must accompany the application. Please refer to Supplement A for further information regarding the application filing fee. Applications are available at: <https://mycivilservice.rocklandgov.com/exams>.

1. If applying online, completed applications must be submitted by 11:59 PM EST on the last filing date.
2. If applying by mail, completed applications must be postmarked no later than the last filing date.

POSITION EXISTS IN: Rockland County Office for the Aging.

The agency/department listed above may not have vacancies or be filling their vacancies at this time.

RESIDENCE REQUIREMENTS: Candidates must be legal residents of Rockland County at the time of examination.

SALARY: The starting salary is \$34.64 per hour for a 40-hour workweek with the County of Rockland. Salary will be prorated for less than full-time positions.

WHAT THE JOB IS LIKE: This is a professional position that involves the responsibility for assessing nutrition needs, providing nutrition counseling, and planning for and directing the provision of food appropriate for physical and nutrition needs for clients, some of which could be of high nutritional risk. The work is performed under the general direction of a higher-level administrator and work guidance (e.g., lead work) may be provided to others. Does related work as required.

MINIMUM QUALIFICATIONS: By examination date, you must have: A Bachelor's degree or higher in Dietetics, Food & Nutrition, or comparable curriculum (e.g., Dietetics, Dietetic Technology, Clinical Dietetics) and registration with the Commission on Dietetic Registration of the Academy of Nutrition and Dietetics as a Registered Dietitian or Registered Dietitian Nutritionist.

SPECIAL REQUIREMENT: Possession of a valid driver's license or accessibility to transportation to meet field work requirement in a timely and efficient manner.

NOTE: If using college credits to qualify, official college transcripts must be sent directly from the educational institution to the Rockland County Department of Personnel no later than two (2) months after the exam date, March 28, 2023; student transcripts are not acceptable. Your college degree and/or college credit must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized by the U.S. Department of Education/U.S. Secretary of Education. If your degree and/or college credit was awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. You can write the Rockland County Department of Personnel for a list of acceptable companies who provide this service. **This form is also available on the Rockland County website: www.rocklandgov.com.** You must pay the required evaluation fee.

NOTE: Any outstanding application documentation must be submitted to the Rockland County Department of Personnel no later than two (2) weeks prior to the exam date. Failure to comply with the deadlines set herein may result in the disapproval of your application; disqualification from sitting for the examination; and/or disqualification from a resulting list of eligible candidates. These deadlines are subject to change by the Rockland County Department of Personnel upon notice to a candidate.

SUBJECT OF WRITTEN EXAMINATION:

1. **Educating and Interacting with the Public** – These questions test for knowledge of techniques used to interact effectively with individuals and/or community groups, to educate or inform them about topics of concern, to publicize or clarify agency programs or policies, to negotiate conflicts or resolve complaints, and to represent one's agency or program in a manner in keeping with good public relations practices. Questions may also cover interacting with others in cooperative efforts of public outreach or service.
2. **Preparing Written Material** – These questions test for the ability to present information clearly and accurately, and to organize paragraphs logically and comprehensibly. For some questions, you will be given information in two or three sentences followed by four restatements of the information. You must then choose the best version. For other questions, you will be given paragraphs with their sentences out of order. You must then choose, from four suggestions, the best order for the sentences.
3. **Basic Nutrition and Dietetics** – These questions test for knowledge of basic nutrition and dietetics, including such areas as the nutritional value of foods, nutritional needs of client populations, balanced diets, foods and their relationship to health, and food purchasing and preparation.
4. **Patient/Client Dietary Care** – These questions test for knowledge of the relationship of nutrient intake to health and to restorative and rehabilitative medical treatment. Topics may include the selection of foods in accordance with a person's preferences, history, and medical condition; foods included/excluded in commonly used special diets; and providing counseling and education about nutritional needs.

USE OF CALCULATORS IS ALLOWED FOR THIS EXAMINATION

TEST GUIDE: The New York State Department of Civil Service has not prepared a test guide for this examination. However, candidates may find information in the publication 'General Guide to Written Tests' helpful in preparing for this test. This publication is available online at: <https://www.cs.ny.gov/testing/testguides.cfm>.

Date Issued: 11/22/2022