Downloaded from <https://www.velvetjobs.com/job-descriptions/employee-health>

# Example of Employee Health Job Description

Our innovative and growing company is looking to fill the role of employee health. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for employee health

* Participate as an integral team member, collaborating with various departments and colleagues, including Injury Prevention, Injury Management, and Wellness, to advocate for employee health and safety
* In all aspects, serve as a role model for the values and mission of the organization and promotion of integration of services with a culture of safety, wellness and injury prevention
* Implements and evaluates numerous health and safety service, and collaborates with management in developing objectives for the employee health service compatible with the company's corporate goals and objectives
* Manages a staff of registered nurses and other patient care employees in the delivery of healthcare consistent with the standards of practice and organization policy
* Authorizes, reviews and completes all injury reports and obtains confirmation number
* Maintains appropriate database & reports
* Places employees in restricted duty assignments as appropriate
* Coordinates all appointments for follow up care
* Arranges for post exposure follow-up & appropriate prophylaxis
* Reviews information provided to determine a worker's fitness for

## Qualifications for employee health

* Computer proficiency with Word and Power Point
* Understand and conform to all local, state and national regulatory/licensure/accreditation requirements pertaining to employee health
* Bachelor's degree in management or a health care related field
* Certificate or experience in Nursing Informatics desirable
* Professional nursing experience and/or nurse practitioner experience preferred
* 5 years’ experience as a Registered Nurse required