



NIAGARA COUNTY JOB POSTING

OPEN TO THE PUBLIC

TITLE/POSITION #: **PRINCIPAL SOCIAL SERVICES WORKER (POS #9821)**

RE-LOCATION ONLY

PAY RATE: **\$28.74 - \$33.37**

DEPARTMENT/DIVISION: **FAIR HEARING/CLERICAL**

WORK LOCATION: **NCDSS/NIAGARA FALLS**

STATUS: **Provisional**

DESCRIPTION: For a complete job description and minimum requirements please visit:

https://niagaracounty.com/Employment/Job_Specs_for_Civil_Service_Positions.php

This is a supervisory and administrative position in the department of Social Services. Incumbents in this class plan, coordinate, and supervise the activity and have responsibility for the performance of a unit of the agency involved in the delivery of a financial service program including: Public Assistance, Medical Assistance, Food Stamps, and Special Investigations. The class differs from that of the Directors for each division of the agency by virtue of supervision of a unit within a division of the agency or as the head of a small division, whereas the Directors are the heads of a moderately-sized division of the agency. Work is performed under the general supervision of a higher-level employee with considerable leeway allowed for independent judgment in the performance of supervisory responsibilities. Supervision is exercised over the work of subordinate employees. Does related work as required.

MINIMUM QUALIFICATIONS: **SUGGESTED PROMOTIONAL QUALIFICATIONS:**

Two (2) years of permanent competitive class status as a Senior Social Services Worker.

Open Competitive: One of the following: Completion of two (2) years (60 credit hours) from a regionally accredited college or university or one accredited by the

**Applications, Job Specifications, Job Postings & Exam
Announcements can be found at:**

<https://niagara-portal.mycivilservice.com/>

Niagara County policy prohibits discrimination in employment, program activities, contracting, and procurement against any person due to such person's age, marital status, disability, genetic predisposition or carrier status, race, color, creed, sexual orientation, veterans status, national origin, or any other characteristic protected by federal or state law.

Niagara County is an Equal Opportunity Employer

New York State Board of Regents to grant degrees and three (3) years of experience in the provision of a financial social welfare program, or investigating, or substantially similar work, one (1) year of which must have been in a supervisory capacity; Graduation from high school or possession of an equivalency diploma and five (5) years of experience as described above, one (1) year of which must have been in a supervisory capacity.

PROVISIONAL APPOINTMENT: Successful candidates will be required to take a civil service examination and be reachable for a permanent appointment.

DATE POSTED: **3/13/2023** DEADLINE: **3/26/2023**

APPLY ELECTRONICALLY AT: <https://niagara-portal.mycivilservice.com/>

OR SUBMIT PAPER APPLICATIONS TO:

Niagara County Human Resources

111 Main Street – Suite G2, Lockport, NY 14094

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