



NIAGARA COUNTY JOB POSTING

DATE POSTED: 11/17/2023

DEADLINE: 11/30/2023

POSITION TITLE/ #: SENIOR SOCIAL SERVICES WORKER (POS#1066)

POSITION CLASS: Competitive - No eligible list

PAY RATE: \$24.87 - \$28.76 WEEKLY HOURS: 35

DEPARTMENT/DIVISION: DAYCARE/SERVICES SUPPORT

WORK LOCATION: NCDSS/LOCKPORT & NIAGARA FALLS

POSTINGS FOR CURRENT EMPLOYEES:

If this is a competitive class position, in order to apply for transfer, you must have permanent competitive status, have completed your probationary period, and be in the same or comparable title (as determined by Civil Service) as this position. Current eligible lists will also be used to fill positions. For questions about title comparability, please contact Civil Service at 716-438-4071 or civilservice@niagaracounty.com.

STATUS FOR CURRENT EMPLOYEES: Provisional

Submit letter of interest and resume to:

NAME: SEND ELECTRONICALLY TO: DEPUTY COMMISSIONER TRICIA LIPPA,
DIRECTOR BILLIE TYLEC AND DEPUTY DIRECTOR BRIDGET JANESE

ADDRESS: TRICIA.LIPPA@NIAGARACOUNTY.COM; BILLIE.TYLEC@DFA.STATE.NY.US;
BRIDGET.JANESE@DFA.STATE.NY.US

POSTINGS OPEN TO THE PUBLIC:

STATUS FOR PUBLIC CANDIDATES: 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 higher-level technical position in the department of Social Services. Incumbents in this class participate in the delivery of financial service programs including: Public Assistance, Medical Assistance, Food Stamps, and Special Investigations. In addition, the incumbent is assigned either limited supervisory responsibility or specialized work that requires thorough knowledge of an area such as fraud investigations. The role that this individual assumes depends upon the workload and the organizational structure of the agency. The class differs from that of Social Services Worker by virtue of either limited supervisory responsibility or high level specialized work, whereas the Social Services Worker performs more routine work. The class differs from that of Principal Social Services Worker by virtue of limited supervisory responsibility, whereas, Principal Social Services Worker functions as the true supervisor of a unit. Work is performed under the general supervision of a higher-

level employee with leeway allowed for independent judgment in the performance of work assignments. Limited supervision may be 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 Social Services Worker.

OPEN COMPETITIVE:

Completion of two (2) years (60 credit hours) from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees and two (2) years of experience in the provision of a financial social welfare program, or investigating, or substantially similar work; OR

Graduation from high school or possession of an equivalency diploma and four (4) years of experience as described above.

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

Applications, Job Specifications, Job Postings & Exam Announcements can be found here:
<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
Form Revised 4/4/2023