



NIAGARA COUNTY JOB POSTING

DATE POSTED: 11/24/2023

DEADLINE: 12/7/2023

POSITION TITLE/ #: SENIOR SOCIAL SERVICES WORKER (SUPPORT COLLECTION) (POS#1178)

POSITION CLASS: Competitive - No eligible list

PAY RATE: \$25.49 - \$29.48 (2024 PAY RATE)

WEEKLY HOURS: 35

DEPARTMENT/DIVISION: CHILD SUPPORT

WORK LOCATION: NCDSS/LOCKPORT

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 AND DIRECTOR TRACI TAYLOR

ADDRESS: TRICIA.LIPPA@NIAGARACOUNTY.COM;
TRACI.TAYOR@NIAGARACOUNTY.COM

"APPLICANTS WILL BE SUBJECT TO A CRIMINAL BACKGROUND CHECK AND FINGERPRINTING"

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

Incumbents in this class participate in establishing, enforcing and accounting for child support orders. This position involves making assignments and supervising the work of Social Services Workers assigned to the Support Collection Unit. Depending on workload and size of the agency, the incumbents may be required to conduct support investigations on a regular basis. This position does not involve responsibility for fraud investigation. The primary responsibility is to oversee and participate in the location of

individuals legally responsible for the support of welfare recipients. The work is performed under the general supervision of a higher level worker in the Support Collection Unit. General supervision is exercised over Social Services Workers in the Support Collection Unit. Incumbents are allowed considerable leeway in the exercise of initiative and judgment. Does related work as required.

MINIMUM QUALIFICATIONS: **PROMOTIONAL: Two (2) years of satisfactory competitive service as a Social Services Worker.**

OPEN COMPETITIVE: One of the following 1. Completion of sixty (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 2. Graduation from high school or possession of an equivalency diploma and four (4) years of experience as described above; OR 3. An equivalent combination of training and experience as described in 1 and 2 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