

Personnel and Civil Service

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Bethany O'Rourke Personnel Officer

NOTICE OF VACANCY Caseworker

Date of Issue: 06/25/2021. Re-issued: 11/08/21. The work involves responsibility for providing social casework services to individuals and/or their families, including children, to assist them with their economic, emotional, social and environmental difficulties. The work is performed under the direct supervision of a higher level Caseworker, with training provided or arranged through the agency's staff development program. A Caseworker, in consultation with the supervising worker, formulates and carries out plans to meet the individual problems of the cases assigned.

Caseworkers will be required to work on call hours as a normal function of the position.

Candidates will be expected to participate in at least 20 days of out of town training. Does related work as required.

The title of Caseworker is **Competitive**, requiring applicants to meet minimum qualifications established for the position. A criminal background check* is required. Permanent employment requires successful completion of the civil service examination requirements. **For more information or to apply, view Caseworker #20000 under continuous recruitment examination announcements.**

Status: Permanent

Work Hours: Full-time, Monday – Friday (35 hour work week); Work involves on-call hours

Salary: \$44,572 (2021 CSEA SG XI); Benefit package available including: health, dental, and vision insurance, paid leave time, NYS Retirement System, Deferred Compensation Plan

Location: Tioga County Department of Social Services

MINIMUM QUALIFICATIONS (Either):

- a. Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree (a copy of college diploma/degree or transcript is required); **OR**
- b. Licensure as a registered professional nurse with one (1) year of satisfactory full-time experience or its part-time equivalent in that profession.

SPECIAL REQUIREMENT: Certain assignments made to employees in this class will require reasonable access to transportation to meet field work requirement made in the ordinary course of business in a timely and efficient manner.

Apply Online: by using our "Online Application Tool":

<https://www.tiogacountyny.com/departments/personnel-civil-service/>

Apply by: 12/03/2021 for next exam holding; applications accepted on a continuous basis.

Tioga County applications are available on our website. Resumes may be submitted but MUST accompany an application. Applicants MUST clearly describe education and/or work and volunteer experience to explain how they meet the minimum qualifications for the position. Omissions or vagueness will not be interpreted in an applicant's favor.

*Criminal background checks will be conducted upon a conditional offer of employment. Depending upon the position sought, conviction of a felony, misdemeanor or other offense may bar appointment. At the discretion of the appointing authority, additional screenings may include but will not be limited to: fingerprinting, psychological, and or drug testing. If requested, a candidate will be required to authorize access to educational, employment, financial, or other records.