

The **Sullivan County Department of Social Services** is seeking to fill the following position:

SOCIAL WELFARE EXAMINER – SPANISH LANGUAGE

This position involves the performance of assignments in connection with determining financial eligibility, categorical classification, continued financial eligibility and income maintenance depending on the size, organizational structure and work activity needs of the social service district. The work involves the review and evaluation of applications and records and direct interviews with applicants. Work is performed under the general supervision of a higher-ranking Social Welfare Examiner, except in smaller agencies where work is supervised by a higher-ranking administrator. Supervision is not a normal function of this class.

MINIMUM QUALIFICATIONS: Either:

- (A) Graduation from a regionally accredited college or university, or one accredited by the New York State Board of Regents, to grant an Associate's Degree or higher; or
- (B) Graduation from high school or possession of a high school equivalency diploma, and two (2) years' experience involving substantial communication with adults involving persuasion, negotiation, explaining or counseling. This experience must have involved the exercise of judgment in dealing with or responding to another person. (Typical jobs involving this experience may include customer service representative, people providing personal or social services, interviewers, counselors or similar jobs involving periodic confrontation with a client, customer, member of the public, etc.); or
- (C) An equivalent combination of training and experience as stated in (A) and (B) above.

NOTE: Completion of coursework at a college or university can be substituted for work experience on a year for year basis with thirty (30) credits being equivalent to one year of work experience.

SPECIAL REQUIREMENT: Successful candidates must be able to demonstrate the ability to speak, read, write, and understand Spanish fluently.

SALARY: Entry: \$46,275.00; Full: \$48,710.00

MUST APPLY ONLINE AT: <https://sullivan-portal.mycivilservice.com/joboppss>

Applications accepted until position is filled.

EEO/AA Employer

M/F/D/V