

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

**FAMILY SERVICES INVESTIGATOR TRAINEE**

The trainee level is used to recruit candidates to the investigative field who have a career interest in governmental investigations. Trainees receive on-the-job training while performing duties of a limited professional nature, under close and continuing supervision. The investigative work provides for an accurate accounting of client assets and the subsequent adjustment, reimbursement or termination of eligibility and/or establishing child support case files from referrals on DFS and private cases. Trainee appointments are for a period of one year. Incumbents receiving satisfactory ratings will be advanced to the title of Family Service Investigator without further examination.

**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 degrees with an Associate's Degree or higher; or
- (B) Graduation from high school or possession of a high school equivalency diploma and two (2) years of experience in investigating, examining or higher-level accounting experience within a public welfare or human services agency, law enforcement agency, credit bureau, bank, insurance company, Internal Revenue Service, Social Security Office, retail audit office or a similar program operating under established criteria for eligibility.

***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: Possession of an appropriate New York State Motor Vehicle Operator's License at the time of appointment.***

**SALARY: Entry: \$40,207.00; Full \$42,323.00**

**Apply online at: <https://sullivan-portal.mycivilservice.com/jobopps>**

This is a competitive class position subject to Civil Service Examination.

**EEO/AA Employer**

**M/F/D/V**