

St. Lawrence County Government
Position Advertisement Form

St. Lawrence County Department of Social Services is in search of:

Senior Social Welfare Investigator/Examiner

Salary: \$56,273 with excellent benefits as described below

Benefits: Generous vacation and sick time allowance, Public Service Loan Forgiveness eligibility and the option to enroll in the St. Lawrence County's health insurance or opt out of the insurance and receive a buyout in the amount of \$2,000 for single coverage or \$4,000 for family.

Duties of the position: This position involves responsibility for overseeing and conducting investigations relating to the prevention, discovery and recoupment of fraud and overpayments in the granting of assistance by the Department of Social Services. The incumbent supervises and performs investigations of fraud or alleged fraud by welfare recipients or applicants and the overpayments made to recipients. Advice on highly technical, investigative techniques and procedures is available from the Fraud Investigator in the District Attorney's Office. Work is performed under general directions of a Head Social Welfare Examiner with wide leeway allowed for the exercise of independent judgment in planning and carrying out the details of the work. Supervision is exercised over subordinate staff. The incumbent does related work as required.

MINIMUM QUALIFICATIONS: Either:

- A) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree and two (2) years experience in field investigations; **OR**
- B) Graduation from high school, possession of a high school equivalency diploma, or possession of an Individual Education Plan diploma and four (4) years of experience in field investigations.

Additional Employment Information: This is a provisional appointment. The successful applicant will need to take a civil service examination and score within the top three interested candidates in order to be permanently appointed.

Applications accepted until position is filled.

You can apply online at <https://stlaw-portal.mycivilservice.com>.

Applications can also be obtained from the St. Lawrence County's website, <https://stlawco.gov/Departments/HumanResources> or by contacting Human Resources (315)379-2210.

Send application to:
St. Lawrence County Human Resources Office
48 Court Street
Canton, NY 13617
EEO

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