



ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Family and Community Services
CIVIL SERVICE TITLE: Senior Social Services Investigator
CLASSIFICATION TYPE: Competitive (Provisional)
SALARY (GRADE): \$50,569 (27W) Plus Excellent Benefits
APPLICATION DEADLINE: April 30, 2024
APPLY ONLINE*: <https://oneida-portal.mycivilservice.com/post/jobopps>



DISTINGUISHING FEATURES OF THE CLASS: This position involves responsibility for the supervision and investigation of complaints charging recipient or vendor fraud related to financial assistance cases, as well as, conducting internal agency investigations. This class differs from Social Services Investigator, by nature of the more difficult degree of tasks assigned, greater independence in carrying out the duties of the position, and the ability to supervise subordinate personnel. Work is performed under direct supervision of the Resource Consultant, with leeway allowed in carrying out the details of the work. Supervision may be exercised over lower-level staff. The incumbent performs related work as required.

MINIMUM QUALIFICATIONS: Candidates must meet the minimum qualifications at time of application. Either:

Open Competitive:

- (A) Possession of Bachelor's Degree in criminal justice or a closely related field **AND** one (1) year of field investigation* experience; **OR**
- (B) Possession of Associate's Degree in criminal justice or a closely related field **AND** three (3) years of field investigation* experience; **OR**
- (C) Successful completion of sixty (60) credit hours at a regionally accredited or New York State registered college or university **AND** four (4) years of field investigation* experience.

*Field investigation involves traveling to an office, home, place of business or other location deemed important to the investigation. Data and evidence are gathered from these field visits and statements and/or affidavits from involved individuals and witnesses may be obtained.

Promotional: Candidates **MUST** have permanent, full-time competitive status for a period of **twelve (12) months as a Social Services Investigator OR twenty-four (24) months as a Social Welfare Examiner** in the Oneida County Department of Family and Community Services.

SPECIAL REQUIREMENT: Possession of a valid New York State driver's license at time of appointment. License must remain valid throughout appointment.

NOTES:

1. Candidates **MUST** submit with application a copy of transcripts showing degree area and date degree conferred, if qualifying under (A) or (B).
2. Degree(s) must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If the degree was awarded by an educational institution outside the United States and its territories, the candidate must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. Candidates will be required to pay the evaluation fee.
3. Verifiable part-time experience will be pro-rated toward meeting full-time experience requirements.

****Oneida County is an equal opportunity employer****

*If you do not have internet access, paper applications can be picked up in the Personnel Department on the 6th Floor of the Oneida County Office Building. You may also request a paper application to be mailed by calling 315-798-5726.

Issued: 04/01/2024