



ONEIDA COUNTY GOVERNMENT NOTICE OF VACANCY

DEPARTMENT: Family and Community Services

CIVIL SERVICE TITLE: Supervising Support Investigator (NYHELP Program)

CLASSIFICATION TYPE: Non-Competitive

SALARY (GRADE): \$59,359 (31W) Plus Excellent Benefits

APPLICATION DEADLINE: August 29, 2025

APPLY ONLINE*: <https://oneida-portal.mycivilservice.com/post/jobopps>



DISTINGUISHING FEATURES OF THE CLASS: This is administrative work which involves responsibility for supervising the child support investigations of a local Social Service district. Direct supervision is exercised over all investigators. The work is performed under the general direction of the Child Support Unit Supervisor with wide leeway allowed for developing and implementing investigative procedures for the agency. The incumbent performs related work as required.

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

- (A) Possession of Associate's Degree in social work, sociology, psychology, business management, criminal justice or a closely related field **AND** three (3) years interviewing or investigating experience involving public contact, two (2) years of which must have been in a supervisory capacity; **OR**
- (B) Graduation from high school or possession of a high school equivalency diploma **AND** five (5) years of interviewing or investigating experience involving public contact, two (2) years of which must have been in a supervisory capacity.

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).
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.

****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: 07/10/2025