SANDUSKY COUNTY DEPARTMENT OF JOB AND FAMILY SERVICES
Eligibility Worker 2

Benefits to joining our team:

- Starting rate $18.12 to $18.90
- Full-time employment
- Impressive benefit package: *health, vision, dental, life insurance, public retirement
- 13 paid holidays
- 32 Hours paid personal days (First Year - 16 hours at 6 months and 16 hours at one year)
- Employee Assistance and Wellness Programs
- Vacation
- Paid Sick Leave
- Flexible Schedule
- Leadership and Personal Growth Opportunities

Position Overview:

This caseworker will determine eligibility of customers for PRC, childcare, cash assistance, food stamps, Medicaid, and various special programs including but not limited to Workforce Innovation and Opportunity Act Programs, following prescribed rules, regulations, laws and procedures.

Minimum Qualifications:

The successful applicant will meet all minimum job requirements which include: Associate's degree in human services or related field (preferred but not required) or 2-years of related paid work experience. The candidate must be able to demonstrate strong oral and written communication skills, strong interpersonal skills and the ability to calculate fractions, decimals and percentages; gather, collate and classify data; handle sensitive personal and telephone contacts; establish rapport with customers and operate a computer. A valid driver's license with acceptable driving record is required. The candidate may have to drive personal vehicle and must maintain required liability limits.

All applicants must submit completed county application to be considered for employment.
Resumes may be attached but will not be considered without application. Applications can be found at: https://sanduskycountyoh.gov/index.php?page=links

How to apply:

- Fax County Application and/or cover letter/resume to 419-552-3221
  Attn: Taylor Steinmetz

- Mail County Application and/or cover letter/resume to
  2511 Countryside Drive, Fremont, OH 43420 Attn: Taylor Steinmetz

- E-mail County Application and/or cover letter/resume to taylorann.steinmetz@jfs.ohio.gov

Sandusky County Department of Job and Family Services is an Equal Opportunity Employer