



Social Welfare Examiner

The Position

Schenectady County is currently recruiting for Social Welfare Examiner positions. The work involves responsibility for the initial intake and determination of eligibility and assistance for individuals for various social services programs. The incumbent interviews applicants and evaluates applications and records to determine eligibility for benefit programs such as financial assistance, medical assistance, or food stamps. In some cases, the incumbent makes referrals based on service needs. The incumbent may also make assessments of individuals' employment background, skills and abilities, and provide services relative to vocational and employment needs. ***PLEASE NOTE: It is anticipated that this position will be temporarily deemed Non-Competitive by the NYS Civil Service Commission and a Civil Service Examination will not be required if hired in 2023.***

Qualifications

Candidates must possess the following minimum qualifications to be considered:

- A. Associate Degree from a regionally accredited or NYS registered college or university; OR
- B. Graduation from high school and two years of experience in examining, investigating or evaluating claims for assistance, or working with clients in a social services, human services, or community organization setting, or in screening or interviewing individuals for the purpose of gaining specific factual information; OR
- C. An equivalent combination of training and experience as defined above.

How to Apply

1. Apply online at ***mycivilservice.schenectadycounty.com***.
2. Complete an application and email to ***careers@schenectadycounty.com***
3. Complete an application and drop-off in person at 620 State Street, 2nd Fl., Schenectady, NY

Applications and more information are available on the Schenectady County website at:
www.SchenectadyCounty.com.

Schenectady County is committed to diversity, inclusion, and equal opportunity. It is our policy to provide equal employment opportunities to all people regardless of protected class status, including race, creed, color, sex, sexual orientation, gender identity, national origin, military or veteran status, disability, predisposing genetic characteristics, marital or family status, or any other impermissible basis

Schenectady County offers exceptional benefits

Health Benefits

- Medical, Dental & Vision
- Prescription Drug
- Flexible Spending Accounts

Retirement and Savings Plans

- NYS Pension System
- 457(b) Deferred Compensation
- 529 College Saving Plan

Additional Benefits

- Paid Holidays
- Vacation, Personal, Bereavement, and Sick Leave
- Paid Family Leave for Bonding with Child
- Free Tuition at SUNY Schenectady and other Tuition Assistance
- Employee Assistance Program

About Schenectady County

What makes Schenectady County different from other communities? We believe it's the people, working together to create a place that people want to live, do business, and visit to enjoy all that we have to offer. Schenectady County continues to think differently, looking for new and innovative ways to deliver the important programs and services that make Schenectady County unique.

Strong County leadership has helped foster cooperation among the various levels of government to reduce waste and eliminate duplication. Through intergovernmental cooperation, the County and our communities have saved hundreds of thousands of dollars and leveraged our combined resources and talents to secure additional federal and state funds to expand upon this highly successful endeavor.

Schenectady County is a community with a rich past and bright future. So many in our community have worked hard to make all of our success possible and have made Schenectady County a great place to work, live, and raise a family.

Hon. Karen B. Johnson Branch
Schenectady County Public Library



Schenectady County Human Resources

620 State Street, 2nd Floor, Schenectady, NY 12305

(518) 388 - 4233 • www.SchenectadyCounty.com