

Washington County

Department of Social Services

We have great benefits...

*Free Health Insurance for employees *Dental Insurance *Longevity Pay *401-K *Life Insurance *Accrued Vacation/Sick Leave *11 Paid Holidays *Travel Reimbursement and More!!!

Income Maintenance Investigator II

SALARY GRADE – 65

SALARY RANGE: \$30,526 to \$45,233

BEGINNING SALARY IS BASED ON EDUCATION, EXPERIENCE AND OTHER QUALIFICATIONS

***Salary for a fully qualified applicant will begin at \$30,526**

NOTE: If no fully qualified applicant is selected, a work against employment status may be established and the following salary will apply:

IM Investigator I \$27,716 for first year

APPLICATION (PD-107) MUST BE TYPED

DESCRIPTION OF WORK: This position is responsible for investigating fraud or alleged fraud cases in all public assistance programs including Food & Nutrition Services, Medicaid, Work First Family Assistance Program, Child Day Care Subsidy Program, and LIEAP Program. This work requires the review of cases referred by supervisors and case managers in the above programs to determine whether errors exist and, if so, the cause of the errors. Allegations of fraud made by individuals within the community are also investigated. Where the cause of errors indicates a potential of client fraud, the worker investigates the case and makes recommendations to his/her Supervisor, the Director, and/or the Board of Social Services regarding any paybacks and/or court action. The worker may also assist the agency's or county's legal representative as well as the district attorney in the prosecution of the client in court. This employee is assigned administratively to the Medicaid Supervisor.

Minimum Training and Experience Requirements: An Associate Degree in Human Services Technology, Social Services Associate, Paralegal Technology, Criminal Justice, Business Administration, Secretarial Science or closely related curriculum and two years of experience as an Income Maintenance Caseworker or Investigator; or graduation from high school and three years of experience as an Income Maintenance Caseworker or Income Maintenance Investigator; or graduation from high school and two years of investigative experience in credit, legal, or law enforcement work plus eighteen months of experience as an Income Maintenance Caseworker or Income Maintenance Investigator; or an equivalent combination of training and experience.

Application Process: Applicants for this position should submit a completed State of North Carolina application (PD-107) (with supplemental sheets if necessary to capture all work history) and college transcripts to Cathy Ange at the Washington County Center for Human Services located at 209 E. Main Street in Plymouth, NC 27962 or by mail at PO Box 10, Plymouth, NC 27962 by Thursday, June 6, 2019 at 5:00 pm.

APPLICATION DEADLINE: Thursday, June 6, 2019 at 5:00 pm

Posting date: 05/22/2019

Drug Screening Test Required

*Washington County Department of Social Services
PO Box 10
Plymouth NC 27962
Equal Opportunity/Affirmative Action Employer*