



**Department of Human Resources &
Civil Service**

7 Court Street
County Office Building, Rm 216
Belmont, New York 14813
Ph: (585) 268-9212
FAX: (585) 268-9742

**PROVISIONAL OPENING FOR
CASEWORKER**

There is a **provisional opening in the Allegany County Department of Social Services for a full-time Caseworker

SALARY: Starting Rate: \$23.7554/hour.

This work involves responsibility for providing social work services to individuals and families. An incumbent assists people who have economic, emotional, social and/or environmental difficulties by making the necessary service referrals to address the problems identified throughout the life of a case. The Caseworker, in consultation with a supervisor and other service providers, formulates and carries out plans to meet individual and/or family problems of the cases assigned. The work is performed under the direct supervision of a Case Supervisor, Grade B. General supervision may be received from a Senior Caseworker. Extensive mandated training is provided as appropriate through the State and the agency. Does related work as required.

MINIMUM QUALIFICATIONS: Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a Bachelor's degree.

SPECIAL REQUIREMENT: Possession of a valid driver's license appropriate to the vehicles operated.

RESIDENCY: Candidates must be residents of Allegany or a surrounding county for at least one month prior to the date of exam. Preference in certification may be given to successful candidates who have been legal residents of Allegany County.

**This is a competitive class position, provisional candidate must pass the examination for this position and be ranked among the top three (3) candidates and receive an offer of employment for this position.

** Residency -Candidates must be residents of Allegany County or a contiguous county for at least one month prior to the date of exam. Interested candidates may submit a complete Civil Service application to the Human Resource/Civil Service Department. There is no fee at this time.

ALLEGANY COUNTY CIVIL SERVICE DEPARTMENT