



Employment Opportunity

Please post in a location accessible to all employees

Position:	Income Maintenance Caseworker
Department:	Department of Social Services
Description of Duties & Responsibilities:	Duties include intake, application processing and review functions in determining eligibility for Family and Children's Medicaid. Candidates for this position should have above average communication, computer and organizational skills. Work involves direct contact with the public.
Education & Experience Requirements:	Applicants should have one year of Income Maintenance Caseworker experience. Applicants will also be considered who have an Associate's Degree in human services, business or clerical related field, or graduation from high school and an equivalent combination of training and experience. Work hours are normally 8:00 – 5:00, Monday – Friday. Some after-hours work may be required.
Starting Salary:	Starting salary is \$30,956.21 - \$34,129.22, depending on education and experience.
Application Requirements:	Submit a completed application for employment to: Jackson County Department of Social Services NC Works Career Center Jan Fitzgerald 26 Ridgeway Street, Suite 2 15 Griffin Street Sylva, NC 28779 Sylva, NC 28779
Closing Date:	July 1, 2022

The application for employment is available online at: www.jcdss.org or www.jacksonnc.org/employment-opportunities.

Jackson County is an Equal Opportunity Employer
Pre-employment drug screen and criminal background checks are required
Jackson County participates in the federal [E-Verify](#) program