

MIAMI COUNTY JOB AND FAMILY SERVICES

JOB ANNOUNCEMENT

JOB TITLE: Employment Services Worker

\$14.98 per hr

JOB RESPONSIBILITIES: Interviews, evaluates and assesses applicants for public assistance regarding their employment situation. Complete assessment, employability plans, and self-sufficiency plans for the Ohio Works First (OWF) and Food Assistance Programs. Determines eligibility for emergency-based assistance (PRC) and support services such as child care and transportation. Enters information in the computer system. Makes home visits as needed.

Interview and assist Workforce Innovation and Opportunities Act (WIOA) and Job Center customers; determine eligibility for WIOA programs, including resume preparation, assessing needs and resolve barriers to employment.

MINIMUM QUALIFICATIONS: Completion of secondary education plus:

Associates in social work, social sciences, psychology or related field,

Or undergraduate major core course work in social work, social sciences, psychology or related field.

Or, education, training and/or experience in an amount equal to the Minimum Qualifications stated above.

METHOD OF APPLICATION AND DEADLINE: All interested applicants may acquire an application at Ohiomeansjobs Miami County, 2040 North County Road 25-A, Troy, OH 45373 between the hours of 7:00 a.m. to 6:00 p.m. Monday and 8:00 a.m. to 5:00 p.m. Tuesday through Friday. Applications may also be accessed through the Miami County web site at www.miamicountyohio.gov. Applications must be submitted via the website or returned to the above address by 5:00 p.m. Friday, June 1, 2018.

**MIAMI COUNTY JOB AND FAMILY SERVICES IS
ACCESSIBLE TO THE DISABLED**

**MIAMI COUNTY JOB AND FAMILY SERVICES IS AN
EQUAL OPPORTUNITY EMPLOYER**