



SUPPORT INVESTIGATOR

The Position

The Schenectady County Department of Social Services is currently recruiting for a **Support Investigator***. This position involves responsibility for verifying the absence of a legally responsible relative from a household, locating the individual and assessing the possibility of obtaining reimbursement of funds for a social service agency. Incumbents in this position are also responsible for obtaining voluntary support payment agreements, monitoring child support payment accounts and collecting monies owed to the social services department on delinquent accounts.

**PLEASE NOTE: This position is part of the NYS HELPS Program and a NYS Civil Service Examination will not be required. Candidates can be eligible for consideration by meeting the minimum qualifications.*

Qualifications

Candidates must possess the following minimum qualifications to be considered:

- A. Graduation from a 2-year college with an Associate degree; OR
- B. Graduation from high school and two years of interviewing, investigating or collection experience involving public contact; OR
- C. An equivalent combination of training and experience as defined by the limits of (A) and (B).

Special Requirements:

Employees in this position must be bondable, and must possess a NYS operator's license at the time of appointment.

Salary

The annual salary for this position is \$46,349



How to Apply

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
- Gym Reimbursement
- Free CDTA Bus Pass
- 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.

More information about Schenectady County and employment opportunities are available on the Schenectady County website at:
www.SchenectadyCountyNY.gov



Schenectady County Human Resources

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